



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

SRI KUMARA GURUPARA SWAMIGAL ARTS COLLEGE

- Name of the Head of the institution **Dr. V.RAVICHANDRAN**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no.
- Mobile no **9443263852**
- Registered e-mail **kgscollegesvm@gmail.com**
- Alternate e-mail **iqackgscollege@gmail.com**
- Address **Padmanabhamangalam, Srivaikuntam, Thoothukudi District, Tamil Nadu.**
- City/Town **Srivaikuntam**
- State/UT **Tamil Nadu**
- Pin Code **628619**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Manonmaniam Sundaranar University, Tirunelveli**
- Name of the IQAC Coordinator **DR. N.VIJAYAKUMAR**
- Phone No.
- Alternate phone No.
- Mobile **9025716972**
- IQAC e-mail address **iqackgscollege@gmail.com**
- Alternate Email address **kgscollegesvm@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

<https://skgsartscollege.com/files/21-jan/AQAR-2019-20.pdf>

4.Whether Academic Calendar prepared during the year?

No

- if yes, whether it is uploaded in the Institutional website Web link:

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	63.05	2006	02/02/2006	01/02/2012
Cycle 2	B	2.36	2013	03/01/2013	02/01/2018
Cycle 3	B	2.06	2018	02/11/2018	01/11/2023

6.Date of Establishment of IQAC

18/01/2013

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	NIL	NIL

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 7

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

*World Tourism Day was celebrated at Tuticorin Airport, Tuticorin on September 27, 2020. *Martyrs' Day was observed on 29.01.2021 in the College premises. *A Medical Camp was organized by the Gandian Study Centre at Senthilampannai, the adopted Village of Gandhian Study Centre of our College on 03.02.2021. *COVID-19 pledge was taken by NSS volunteers in their respective residences along with their neighbours by keeping social distancing and wearing mask on 08.10.2020: *A webinar on "????????? ????????" was conducted by N.S.S. Units of our college on 15.10.2020

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
*To approach the University to sanction additional 10 seats for B.Com., and B.A., Programmes to meet the overwhelming responses.	*Additional seats were sanctioned by the affiliated University and filled up as per the regulations of Govt. of Tamil Nadu.
*To strengthen student support system	*Free ship, scholarship, mentoring system, are in place for student support and guidance.
*To observe all days of National importance.	*Independence day, Republic day and Martyr's day were celebrated
*To submit AQAR for the year 2019-20	* AQAR for the year 2019-20 was Submitted on 31, January 2021.
*To Submit data to AISHE portal	*DCF has been uploaded successfully on AISHE portal.
*To create awareness about COVID-19 pandemic.	*An Awareness programme was conducted
*To conduct Webinars	* A webinar was conducted by NSS Units.

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Management	13/01/2022

14. Whether institutional data submitted to AISHE

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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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- Name of the statutory body

Name	Date of meeting(s)
Management	13/01/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2019-20	31/01/2020

15. Multidisciplinary / interdisciplinary

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16.Academic bank of credits (ABC):	
17.Skill development:	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
20.Distance education/online education:	
Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	10
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	756
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	172

File Description	Documents
Data Template	View File
2.3	248
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	44
Number of full time teachers during the year	
File Description	Documents
Data Template	No File Uploaded
3.2	0
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	28
Total number of Classrooms and Seminar halls	
4.2	8.96
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	10
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

As the college is affiliated to Manonmaniam Sundaranar University, Tirunelveli, Tamil Nadu, it adopts the curriculum provided by the Board of Studies of the University. The institution has effectively implemented the prescribed curriculum in a structured manner.

Following are the various means through which it executes the curriculum:-

Subjects are allocated to the faculty members based on their expertise and subject preferences. Department-wise time tables are prepared. The time table includes time slots for Lectures, Practicals, Project work and Seminars. Individual faculty time tables are prepared reflecting the complete workload of the faculty member.

Each faculty member prepares a detailed course plan including the text books, reference books, web resources and ICT tools to be used for each topic. In addition to the traditional lecture method, innovative and modern teaching techniques are adopted to deliver the lecture. Assignments are duly allotted to the students and verified by the concerned course faculty member. There are three internal assessment tests. The external assessment is based on the end semester examinations conducted by the University. The college follows an evaluation pattern designed by the affiliated university.

Each faculty member prepares the course file with unit-wise notes, previous question papers and performances of the students. After completion of the semester, the course file is updated with the analysis of students' feedback.

To put it in a nutshell, depending on the available resource potential, and concern towards the students, quality education is imparted.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Before the commencement of academic year, University prescribes an academic calendar, which contains the date of commencement, last working day of the semester and dates for internal and end semester examinations. Approved calendar of events is circulated to all the faculty members and students in the beginning of the academic year..

The academic calendar helps faculty members to plan their respective course delivery work, academic and co-curricular activities. Department heads closely supervise and monitor the completion of the syllabus. Syllabus coverage for each Continuous Internal Evaluation (CIE) is decided well in advance and faculty members adhere to it.

The academic calendar is updated and revised with respect to any changes suggested by the affiliated university. All the classes and examinations are planned as per the calendar, thus ensuring complete adherence. The Principal frequently reviews the semester's progress through the academic committee meetings and provides suitable suggestions. In case of revision of academic calendar by the university, institute incorporates the necessary changes accordingly.

Thus academic calendar is a useful tool not only for the conduct of CIE, but also for keeping track of upcoming events. It also helps to avoid distractions and get back on track when interrupted.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development

B. Any 3 of the above

**of Curriculum for Add on/ certificate/
Diploma Courses Assessment /evaluation
process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

10

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

nil

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our institution incorporates cross-cutting issues of the society like Professional Ethics, Gender equality, Human Values, Environment awareness which are inseparable part of the curriculum.

The university provides 'Environmental Studies' and 'Value Based Education' for first year students. The subject 'Environmental Studies' is related to ecosystem, its balance and sustainability. The affiliated university prescribed this course for creating awareness and developing importance of environment among students. Awareness about environment is necessary for the protection of the environment and survival of human life.

The university prescribes 'Yoga' for second year and 'Personality Development' for third year U.G. students respectively. These subjects provide free environment for inculcating values and developing ethical competence among the students.

The college celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher's day, Human Rights Day, International Yoga Day etc. These celebrations nurture the moral, ethical and social values in the students.

The college has Anti-Ragging Committee, Women Complaints Committee, Anti-Eve Teasing Committee, Students Discipline Committee and Students Grievance Redressal Cell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students, staff and faculty members.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

8

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

474

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution **D. Any 1 of the above**

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.skgsartscollege.com/files/31-d/ec/1.4.2-FEEDBACK.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

271

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

233

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

If I cannot learn the way you teach will you teach me the way I can learn, was an excellent quote by which is applicable for the advanced learners and slow learners. Every student is unique and needs a different approach in learning. Not all teaching methods can fit for all students. Technology plays a pivotal role especially during this pandemic year. The current technology offers numerous teaching applications to impart knowledge and facilitate learning to both advanced learners and slow learners. The provision of updated information and additional learning materials enhances and enriches their knowledge to appear for the competitive examinations. The academic achievements of the students are highly honoured with prizes during the Donors day and Founders Day celebration in the college. To meet the needs and aspiration of the students the institution practices a robust student counseling process to interact with them.

Slow learners needed trainers not tutors. Hence each faculty plays a role of mentor and makes it a point to be patient and accessible to the students. Bilingual explanation and provision of simple lecture notes and course materials imparted to slow learners for better understanding. Slow learners are no more Late Bloomers and they bloom well with the special programs organized by the institution towards the learning levels of the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
788	44

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experiential learning, participative learning and problem solving methodologies are well implemented in student centric methods for the holistic development of students to stimulate their hidden creative abilities and to enhance their cognitive skills. This pandemic period initiates the institution to think of the reverse learning methodology using the Bloom's Taxonomy. Usually a triangle with six levels of cognitive learning such as creating, evaluating, analyzing, applying, understanding and remembering is the concept in Blooms learning. To prompt deeper thinking the new version of Bloom's Taxonomy with an inverted triangle applied in online class mode. Before class - remembering and understanding, during class - applying and analyzing, after class - evaluating and creating enriches the student with a forum for experiential learning and sets a foundation for sharing of knowledge, in which the learners can construct knowledge and learn on their own. Participative learning is purely learner centered in which the learner as an active member by instilling brain storming techniques and group discussion. Critical thinking in problem solving methodologies generates new ideas that categorize the thinking skills of students in learning and understanding their levels of reasoning skills to create an individual self assessment. Through this ladder approach the triple layers of student centric methods satisfies the teachers with the help of flipped classroom.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

During this pandemic period a paradigm shift from traditional teaching - learning process to virtual learning environment initiated by the teachers to master in latest technologies by using ICT enabled tools in online mode. Though it is a challenging task for teacher and students, the introduction of ICT tools like Zoom, Google meet, Google class room etc. make learning flexible and accessible from anywhere in the world. It is easy to use interface that provides opportunity to share screen, PDF, PPT, images, videos and documents during online class. With the help of this web based platform, a digital learning environment that allows the teachers and students to connect in online in real time. It encourages the students to take responsibility for their own learning. This proves to be a great supplementary tool for the effective teaching-learning process. This tool is used to post course related information, learning material, conducting quizzes, giving assignment, evaluating test marks etc. It's a user friendly tool where the teacher and the student can access it from their smart phone which is also an ICT tool. The transmission of virtual learning is a milestone for the teachers to use ICT enabled tools especially in the pandemic year.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

44

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

44

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

41

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

705

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution is affiliated to Manonmaniam Sundaranar University, Tirunelveli. Hence it adheres to the rules and guidelines received from the university. Academic calendar committee is constituted in the college to coordinate CIE and communicate to students and teachers well in advance regarding the commencement of internal examination. Three internal tests were conducted for every semester. The internal assessment is carried out in a systematic manner for theory and laboratory courses. Question papers are prepared by the concerned course faculty. Mechanism of internal assessment is very much transparent and robust in terms of frequency and mode in the college. A complete transparency is shown in evaluation and the evaluated answer sheets were circulated to the students and duly signed by them. For assessment of seminars and project, faculty coordinator prepares a schedule of presentation of students in slots in consultation with the HoD and is communicated to students. Students present their work or report to the coordinator via PPT mode. The internal assessment marks and attendance obtained by the students are entered in Manonmaniam Sundaranar University web portal promptly within the prescribed time. All the records and data bank of attendance in internal examinations, question papers, valued answer sheets/copies, summary of marks sheets, are properly maintained by the teachers for academic monitoring/academic audit.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient in the institution with the help of the course faculty or teacher in charge of a particular class to address the individual grievances of the student. The evaluation of the answer papers assessed by the course faculty carried out in time bound and shown to the students. If there is any corrections in total or any other clarifications the students can feel free to interact with the faculty. To address all internal examination related issues the convener of the internal

examination committee dynamically revolving to settle the grievances of the students very efficiently. Students are free to interact with the teacher to resolve grievances if any, regarding the assessment. Students are given fair chance to go through their valued answer scripts, answer sheets will be given to all students and answers are also discussed in the class. In case they have any objection to rise or there is a grievance, they will be given patient hearing and their issue will be addressed. Once the students are satisfied with the valuation, they are advised to put their signature on the valued answer scripts.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

<https://www.skgsartscollege.com/files/aqar-supporting-documents/programme-outcomes-and-programme-specific-outcome.pdf>

Department of Economics

Programme Outcomes

PO1. Economic knowledge: (a) Price determination of commodities in the market known by the students, (b) The problems of socio, and partial setup of a country.

PO2. Problem Analysis: Price mechanism of market with home as well as abroad.

PO3. Modern Tool usage: Use of alternative techniques quality set and benefit analysis.

PO4. Economic and Society: Through our project the students are explained the importance of input and output ratio on agriculture.

PO5. Ethics: Economic students know the moral responsibility to protect the environment and society.

Programme Specific Outcomes

PS01. Understand the world of economic problem.

PS02. To identify the rural economic problem.

PS03. To review the situation after demonetization.

PS04. Analyze micro economic problems

Department of Commerce

Programme Outcomes

PO1. Critical thinking: Commerce students will rise to the occasion to the business world for that they take to be critical thinking. Modern banking course will help them.

PO2. Effective communication: The study of human resource management and office management will help the students for effective communication.

PO3. Social interaction: The business statistics will help the student to interact effectively with society.

PO4. Effective citizenship: Our students are always effective citizen by the way of upholding material integration through various commerce issues.

PO5: Environmental and sustainability.

Programme Specific Outcomes

Our students learn how to make environment clean and green. They are very keen in sustainable development in commerce world.

PSO 1: Understand world commercial problem.

PSO 2: To identify the rural economic problem.

PSO 3: To review the situation after demonetization.

PSO 4: Determine commercial variable including office management effective communication.

PSO 5: Understand GST, income tax application, etc.

Department of Mathematics

Programme outcomes

PO1: To take informed actions after identifying the students of different category and looking at our ideas, decision and assigned assignments to them according to their ability.

PO2: To train the students how to understand the concept of difficult problems and the methods to solve different types of problems.

PO 3: To motivate the students to read and understand the concepts of theories and problems related to various areas in pure and applied mathematics through text books, e-books and e-journals.

PO 4: Recognize different value systems including our own, understand the moral dimensions of our decisions and accept the responsibility for them.

PO 5: To train the students to understand the environmental problems and to solve it through clean room counseling and group discussions.

Programme Specific outcome

PSO 1: Understand the basic concepts and terminologies of mathematical science.

PSO 2: Analyse the relations between the pure mathematical problems and applied mathematical problems.

PSO 3: Understand the method and techniques related to the subject and implement it to the real life problems. PSO 4: To motivate the students to develop their skills and ability to face the competitive examinations.

PSO 5:By using different statistical methods they can solve any many social-economic problems.

Department of Physics

Programme Outcomes

PO 1: Understand physics concepts in day to day activities.

PO 2: Able to trouble shoot repairs in home appliances.

PO 3: Able to repair electronic equipment.

PO 4: Teach concepts of physics at +2 level.

PO 5: Able to operate OHP, computer, slide projector etc.

Programme Specific Outcomes

PSO 1: Understand the basic concept of physics in optics, mechanics properties of matter, modern physics etc. PSO 2: Perform all experiments and practical of all branches of physics.

PSO 3: Understand the theory and experiment of physics.

PSO 4: Understand the nature of electricity and magnetic behaviour.

PSO 5: Know the trouble shooting of physical instruments.

Department of Chemistry

Programme Outcomes

PO 1. To improve the theoretical and practical skills that underpins the various branches of the science of chemistry. PO 2. To enable the students to understand the different branches of chemistry

PO 3. To make the students to develop the ability to think analytically and solve problems

PO 4. To facilitate the students of under graduate and post graduate programmes which offer them job.

PO 5. To apply the skills and knowledge gained through the subject to real life situations and face competitive examinations with confidence.

Programme Specific Outcomes

PSO1. Understand the various physical and chemical concepts of materials and its constituents.

PSO2. Understand the basics of chemical atoms, molecules and compounds formation.

PS03. Through systematic analysis, the unknown chemicals such as inorganic salts and organic compounds will be identified through systematic procedure.

PS04. Perform procedures as per laboratory standard in various composition analysis of organic and inorganic constituents.

PS05. Understand the materials/matter by their chemical characteristics for the day-to-day usages.

Department of Botany

Program outcomes

PO 1: Critical Thinking: Students are motivated to learn and understand about the basics of plant science. They are able to differentiate a life from an inanimate object by critically analyzing its characteristics and can able to differentiate a plant from an animal. They are motivated to understand and appreciate the diversity of plants and other photosynthetic organisms.

PO 2: Effective Communication: The students can able to understand the basic concepts of Botany by effective communication using computer, LCD and also to some extend by using OHP and Charts. Black-board and piece of chalk are often used in the communication process. Effective communication is achieved by teaching them in English accompanied by the explanation in their mother tongue (Tamil). They are advised to go through various books and magazines available in the library to understand the concepts.

PO 3: Social Interaction: The students are asked to interact with each other or in groups to derive at a conclusion about a particular concept in botany. Some controversial topics in botany are given to them to discuss and arrive at a conclusion based on their discussions. For example, placement of Cucurbitaceae under Polypetalae by Bentham and Hooker, whether correct or incorrect, is a topic of interest given to them to discuss and to arrive at a conclusion using their taxonomic knowledge.

PO 4: Effective Citizenship: One who fulfills properly his/her role as a citizen is good citizenship. A student of Botany could be a good citizen when he/she delivers something to the betterment of the society or to the environment. The students of botany are well inculcated with the importance of nature, the diversity of organisms and their role in maintaining the stability of

ecosystem. They are motivated to make the environment more greenish by planting trees. They are instructed about the importance '3Rs' in making the environment clean suitable for healthy living. They are trained to reduce the production of waste by reuse of things. They are also very familiar about recycling of organic wastes by vermicomposting, thereby they can make the environment clean and green for living.

PO 5: Ethics: A student should know the value of life and also its immediate environment. He/She is vital to human in understanding the role of plants in the ecology of the earth and how human can live compatible with the natural environment. He/She should have a responsibility for contributing to the understanding of mankind's proper relationship with natural botanical resources. A student will strive to use and disseminate his/her knowledge, skills, and training to enhance the wellbeing of human. Taking in mind, the faculty of Botany is inculcating the students. As per the wishes of the famous Tamil poet "Thiruvalluvar" we want our students to learn thoroughly what they want and live accordingly what they have learnt.

PO 6: Environment and Sustainability: A life science student knows well about the environment and its importance for the well being of life. He/she is well taught about the environment, its components, action, reaction and coactions. He/she is well informed of environmental issues like pollution, green-house effect and the impacts of global warming. He/she knows well about any marked change in environment will definitely affect the life on this planet. He/she knows well about the sustainable use of environmental resources. A student is aware of all the three pillars of sustainability (Social, Environmental and Economic) out of these, the Environmental sustainability is the most important one. The other two pillars of sustainability are dependent on the greater system they live within, the environment.

PO 7: Self-directed and Life-long Learning: Each and everyone knows that "knowledge is power". That is why everyone is in pursuit of knowledge. Learning is a continuous process and acquiring knowledge is known as learning. A student of botany is well taught about the basics of botany. He/she can up-grade his or her knowledge and there by contributing to the development of the society. During this process, He/she has gained knowledge, up-grades the skills, develops the decision making capability, gains the ability to shoulder responsibility and also gains to solve a problem.

Programme Specific outcomes

PSO 1: The students are well taught of basic concepts of Botany. They know very well about nature and its importance to living. They are aware of ecosystem, its components, structure and dynamic nature. They can able to explain the core concepts in botany, define about the different branches of Botany. They know about the origin of life on this planet, know about structure of a cell, an organism and their functional relationships. They can able to understand different pathways, transformation of energy, interconnectedness and interactions of living systems. PSO 2: By studying botany, a student is well aware of an animate body, its characteristics and how to classify it. He/she can be able to differentiate a plant from animal by analyzing its features.

PSO 3: Students of botany are exposed to practical in the laboratory so as to understand the various concepts in taxonomy, physiology, biochemistry etc. By conducting the experiments in the laboratory, they can able to formulate hypotheses design experiments with attention to controls test hypotheses using experiments and observations and Interpret and evaluate data

PSO 4: The students are aware of the applications of plant science in plant breeding, seaweed culture, tissue culture, mushroom culture and also the use of locally available plants in curing some common ailments.

Department of Zoology

Programme Outcomes

PO 1: To understand the sequential changes from cellular grade of organization to organ grade of organization in development of multicellular organisms.

PO 2: To study the interaction and interdependence among environmental factors and living organism.

PO 3: To understand the functional significance of the various organs and organs system of animals.

PO 4: To discuss the evolutionary significance of the animals, origin of species effects of mutation.

PO 5: To explore the scope for students adopting sericulture as a vocation after their graduation as it is rural based and welfare

oriented agro based industry.

Programme Specific Outcomes

PSO 1: Elucidation of the importance of taxonomy.

PSO 2: Students know the methods of nomenclature.

PSO 3: Realization of the difference between protozoa and metazoan.

PSO 4: Study the structure functional organization and adaptations of invertebrates.

PSO 5: Understand the economic importance of lower and higher invertebrates.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.skgsartscollege.com/files/agar-supporting-documents/programme-outcomes-and-programme-specific-outcome.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The accomplishment of the Programme Outcomes (POs) and Course Outcomes (COs) is a base to measure successful functioning of institution. To ensure it, the institution has evaluation system. The POs and COs are assessed through direct and indirect assessment methods. The direct assessment methods are through Continuous assessment Tests and University Examinations. The indirect assessment techniques include involvement in various activities conducted by the institution.

After receiving syllabus from the parent university, the HODs of all departments are asked to make annual planning for the effective delivery of the curriculum. The faculties use different teaching aids for effective execution of the academic plan. Continuous Internal Examinations (CIE) is conducted in each semester to check the accomplishment of desired course outcome. Based on the individual evaluation, faculties decide whether the

slow learners require remedial coaching. With the consent of the Principal, remedial classes are conducted to improve academic performance of the students. After the announcement of the results, COs and POs are analyzed and discussed in the meeting with the Principal.

The assignment topics, related to the course content, are given to the students and they are asked to prepare it. The purpose of assignment is to encourage the students to use text-books and reference books. The reading of text-books and reference books helps them to understand COs. The assignments are also given to the students in each semester. The assignments are assessed by the respective subject teachers and marks are awarded.

Besides, departments also try to assess COs by some other means of their own. For example, some science departments assess the outcomes at the time of practical examination and student research projects.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

241

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution

may design its own questionnaire) (results and details need to be provided as a weblink)

[https://www.skgsartscollege.com/files/31-dec/2.7.1-STUDENTS-SATISFACTION-SURVEY\(SSS\).pdf](https://www.skgsartscollege.com/files/31-dec/2.7.1-STUDENTS-SATISFACTION-SURVEY(SSS).pdf)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institute has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge by recruiting and developing desirable human resource and establishing state of the art infrastructure. Following are some examples of them.

1. Human Resources:

At the entry level, the institute recruits meritorious, dynamic, highly qualified and enterprising young faculties to mentor and channelize the young students. Institute has taken an initiative to encourage the faculty to participate in various skill enhancement programs under Govt. schemes. The faculty members are allowed to take up research activities utilizing the existing facilities. The college has a Research Committee to monitor the research progress.

Functions of the Committee:

- To create research traditions among faculty members and students
- To motivate to undertake minor and major research projects from various funding agencies
- To organize more number of seminars, conferences and workshops

2. Career Counselling Cell

The Career Counselling Cell provides necessary guidance to the students regarding the job opportunities.

3. Other initiatives:

Institution makes environment of social attitude among the students by inaugurating Department-wise associations in all Departments. Innovative ideas are promoted among the students through by organizing various competitions such as Rangoli, Drawing, Elocution, Essay writing, etc.

Project work, Field work and Educational tours are necessary for all students, at UG and PG level according to the university syllabus. Students are motivated by their concerned academic supervisors to conduct local issue based research oriented works. Some of the classes are needed to prepare and submit their project work. For example, B.Com., B.A., Economics, M.Sc., Physics, M.Sc., Chemistry, M.A., Economics. The topics for dissertations are always selected from recent and relevant research areas for the benefit of society.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

18

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

17

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The Centre for Gandhian Studies of our college plays a vital role

in extension activities in and around the college for the past 10 years. It has taught Gandhian values not only among the students but also the peoples of the neighbourhood community. Even though the year 2020-2021 witnessed the covid-19 pandemic the centre had carried out the possible extension activities.

World Tourism Day was celebrated on 27th September, 2020 at Tuticorin Airport in Vagaikulam by The Centre for Gandhian Studies in collaboration with the Department of Tourism, Government of TamilNadu. The Function was presided over by the college Principal and the III B.com and I B.com students of the college participated through online. The Airport authorities welcomed the gathering. The travellers of the particular day including the foreigners were honoured and greeted by the airport authorities. Students learned the importance and values of tourism on that day.

The Centre for Gandhian Studies observed the Martyrs' Day on 29.01.2021 in the College premises. The college Principal presided over the function and stressed the sacrifices of patriots on that day and he remembered the patriots who laid their precious lives during the freedom struggle. Untouchability pledge was taken by all the students after the college principal read the pledge. Two minutes silent was observed and homage paid to the martyrs for their long-lasting martyrdom.

A Medical Camp was organized by the Centre for Gandhian Studies at Senthilampannai, the adopted village of the Centre for Gandhian Studies of the college, on 03.02.2021. One of the Assistant Medical officers of Vallandau Primary Health Centre attended the Camp. Covid-19 Pandemic awareness medical advocacy and medicines were distributed. About 30 members of the village participated and benefited.

Thus the Centre for Gandhian Studies has carried out the possible extension activities in the Covid-19 Pandemic distress.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

3

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

3

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Infrastructure is a pre-requisite when it comes to the implementation of any plan and certainly for academic pursuits. The institution is guided by the wise counsel of the Management, for the creation and enhancement of infrastructure for teaching and learning. The College is situated on a sprawling 54 acres of campus with built-up area of 6980 sq. m.

Detailed list of Infrastructure facilities for curricular and co-curricular activities available in the college is given below:

- Secretary's Room - One [Fully air conditioned with seating capacity of 8 persons, one computer with internet access and one scanner cum printer]
- Principal's Room - One [Fully air conditioned, seating capacity of 13 persons, One laptop with internet access, one FAX machine, one scanner cum printer and a Mike with Speaker]
- Administrative Office - One [Seating capacity of 12 persons, 4 Computers with internet access, 2 Scanner and Xerox cum Printer] in A.C. room.
- Department Staff Rooms - 9. All the Departments have sufficient number of notice boards.
- Recreation Space - One Ladies Staff rest room, Three Girl's Common room & Garden,
- Audio Visual Room - Equipped with LCD, Smart Board, 3 Computers with internet access, 1 scanner cum printer and sound management system. Seating capacity to hold 100 persons. Also utilized as Seminar Hall and Browsing centre for students and staff.
- Auditorium with a Stage and seating capacity of 700 persons - Equipped with LCD.
- Classrooms - 26 (Well ventilated classrooms with black boards and essential furniture)
- Physics Laboratory - 2 [UG Lab - Seating capacity 30 and PG Lab - Seating capacity 30]
- Computer Lab - 1 [Seating capacity of 15 students; 05 computers with internet point]
- Zoology Laboratory - 1 [Seats - 32], Equipped with one computer.
- Zoology Museum - 1. Display of specimens on Invertebrates

(500 Nos. including permanent slides) Vertebrates (birds, mammals, reptiles 25 Nos.) and skeleton of certain animals.

- Botany Lab - 1, [Seats - 35], Equipped with herbarium specimens of economically important cultivated plant species, biodiversity specimens with one LCD projector.
- Library - 1 [Seating capacity of 70 persons]
- Play Grounds - 2 [5 Acres]
- Modern Gym - 1. [Equipped with Motorized Treadmill, 4 Station multi gym, Weight Training sets, Weight Lifting set with wooden platform (4m x 4m standard size), Bench press - 4 sets, Dumb bells (with stand) and Hip twister]. The gymnasium facility is extended to both students and staff.
- Reverse Osmosis (RO) System - 1.
- CCTV Surveillance system is available in the campus.
- Solar Energy Power Unit [5KW].
- Generator to provide power supply during the power failure if necessary.
- Canteen - 1

The college makes efforts to make optimum use of its infrastructures facilities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Dedicated sports facilities with the guidance of a qualified physical director are made available to the students. Two play fields totally measuring 20250 sq. m are available in the college campus which have been established from the inception of the college 1961.

Details of Play Grounds Available [Existing infrastructure with specifications]:

Out Door Games

400 m Athletics track: One with provisions of Running, Jumping and Throwing play areas (250m x200m). Generally, athletics tracks are multipurpose with the playing fields inside.

Football Play field (100m x 70m): One (Inside the Athletic Ground)

Cricket Ground (51m x 83m): One (Inside the Athletic Ground)

Kabaddi Court (13m x 10m): Two

Kho - Kho Court (27m x 16m): One

Ball Badminton Court (24m x 12m): Two

Volley Ball Court (18m x 9m): Two

Sports Room (5m x 3m): One

Equipments Room (20m x 08m): One

Indoor Games

1. Physical Fitness Centre (Modern Gym) (10m x 06m): One.

The college has a well equipped gymnasium with facilities such as machine exercises, free weight exercises, aerobics etc. These facilities are made available free for the students. The equipments available in the gymnasium are:(i) Motorized Treadmill (ii) 4 Station multi gym (iii) Weight Training sets (iv) Weight Lifting set with wooden platform (4m x 4m standard size) (v) Bench press - 4 sets, (vi) Dumb bells (with stand) (vii) Hip twister etc.

2. Table Tennis Board (Tournament standard): Two

Area specification: 20m x 10m (Inside the Auditorium)

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

3

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

8.96

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library has the seating arrangements of 70 persons. It has separate reading areas for the faculty members (20 seats) and students (50 seats). There are five sections in the library: (i) Text Books that support academic curriculum, (ii) Reference books, (iii) Books other than syllabi (or) curriculum prescribed, (iv) Books for Competitive exams like UGC-NET, SET, TNPSC, UPSC, SSC etc., and (v) Newspapers, Magazines etc.

The library is equipped with 17341books. The ratio of books to students enrolled is 21: 1. The Library Management System (LMS) is an enterprise resource planning system for a library used to track items owned, orders made, bills paid, and patrons who have borrowed. An integrated system is essential to make the library administration as efficient and stress free. Hence, the library is

partially automated using ROVAN LMS, version 4.5 software in 2008. Library database can be accessed through Open access catalogue by the students and faculty members with the help of Librarian. The facilities availed using automation is given below.

- To know the number of books issued/returned
- To know the availability of the required books and its location on the racks
- To know which book has been issued to whom with date
- To know the frequently used books, so that the number of copies may be increased by placing order
- To know the unused books for long time, hence weeding out of such outdated books may be carried out on consultation with Heads of concerned departments.

Heads of the Departments are asked to provide a list of books in consultation with faculty members of the respective department to be added to the library in consonance with syllabi. Even the requisition from any student is also honored. New arrivals are communicated to the staff and students and also displayed on separate racks. The IQAC gets the feedback from the students and faculties to improve the services. Library is constantly updated throughout the academic year to provide a conducive academic environment to students and faculty.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

1.31

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Our institution gives priority for the spotlight on digital literacy and has developed Information Technology (IT) facilities to meet the learning requirements of students and faculty. Institution has the following IT facilities to keep pace with the academic growth and technological advancements.

1. Computers - 10 Nos.
2. Laptops - 01 No.
3. LCD Projectors - 3 Nos.
4. Printers - 05 Nos.
5. Scanners - 04 Nos.

The facilities mentioned above help to cultivate and motivate the lifelong learning process among the students and also ensure to achieve the digital equality by the students to compete with urban students.

- The computer lab and seminar hall consist of 08 computers. The required softwares as per the curriculum are installed and updated as and when required and the maintenance of the computers is done by the management.

- One Lab and two seminar halls are enabled with ICT facilities like projector, personal computer, printer, etc. In addition to projector and computer, seminar hall is also equipped with mike, speakers, etc.

- Antivirus software in the computers are kept up-to-date.

- CCTV cameras are installed in the entire campus to provide additional safety and security to students and staff, for the prevention of untoward incidents in the campus. The central monitoring system is installed in Principal's cabin. The Library partially uses Rovon LMS software for keeping the records of books. The institution maintain www.skgsartcollege.com domain.

- Continuous Internal Assessment (CIA) marks of students are uploaded in the University portal.

- Vendors are appointed to provide technical support whenever necessary.

The various easily available softwares in different disciplines have been introduced for the betterment of the students

Chem Sketch - Chemical drawing software

Origin- Software to draw a graph

SolveElec - Educational electricity software for circuit analysis and resolution.

Microsoft Mathematics - Useful tool to solve science and maths problems.

Tally - Accounting software.

In a similar way, the strenuous and studious topics are simplified and made easily understandable with the help of ICT facilitated smart classes. Faculties are enabled to get focused resources on knowledge and development skills to be implemented in classrooms using information technology facilities. Students are well informed about job opportunities by providing the information in personalized ways like emails, notifications, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

12

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic

support facilities) excluding salary component during the year (INR in Lakhs)**4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

8.96

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Our Institution has certain systems and procedures for the maintenance and utilization of its entire physical, academic and support facilities such as Classroom, Laboratories, Computer lab, Library, etc.

- Classrooms, Staffrooms, Seminar halls and Laboratories, etc. are cleaned and maintained regularly by non-teaching staff.
- Wash rooms and rest rooms are well maintained. Dustbins are placed in every floor.
- Optimum working condition of all properties and equipment in the campus is ensured through annual maintenance. The annual maintenance includes maintenance of Generator, CCTV cameras and Water Purifiers..
- Every department maintains a stock register for the available equipments and updated regularly. Stock verification and inspection is carried out by the departments at the end of the Academic Year.
- Laboratories are allotted for Practical sessions based on a time table.
- Standard Operational Procedure for handling various chemicals, equipment and instruments are to be strictly followed.
- Old outdated equipment, chemicals and instruments are discarded as per standard procedure.
- Library books and records maintenance is done every year.
- Fire extinguishers installed in various blocks, labs, offices, etc. and are maintained regularly.

- The maintenance of equipments used for watering the plants, sewage, bore-well and gardening is done on a regular basis.
- Overhead Water Tank is cleaned as per cleaning schedule. RO drinking water supply is provided at appropriate places in the campus.
- The civil and electrical work is adequately monitored and maintained by the management.
- The sports and fitness equipments are maintained by the Director of Physical Education. The maintenance of volley ball court, badminton court, Gymnasium and playgrounds are done during the summer/winter break with the help of multi-tasking staff.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

341

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the

institution / non- government agencies during the year

8

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

D. 1 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

4

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

39

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students have active representation on academic and administrative bodies and committees of the Institution.

Class Committees:

All Departments have Association that comprise of students nominated by the Principal, Head of the Department and Faculty members. The class committee provides feedback on all aspects of the programme and respective course.

Organization of Special Events:

Students celebrate the National Teachers Day, on 5th September, every year by honouring teachers and organize various cultural events. Prizes were distributed to the winners. Department of Physical Education and NSS Units of the College have a large body of Student Volunteers. The NSS unit has been regularly conducting various activities like Blood Donation camp, rallies, tree Plantation, etc. As a whole, the Students' association made a sincere attempt at the holistic development of all students of the institution. College had planned many activities but due to Covid-19 all were cancelled or postponed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni association was not registered.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institution has the legacy of SRI KASI MUTT, a beacon of light and it has been a heritage of excellence and a life time learning since 1961. Crossing the 60th year is a significant milestone in our college history and development. It provides an opportunity to reflect on our rich past and to look forward to an exciting future. The prime focus of our institution is to hone the leadership skills of students of ace the society with an optimistic vision and to become a good Samaritans and responsible citizens of India.

VISION:

Our motto is "Sitruyirkum Utra ThunaiKalvi" (Education is the custodian of life). Hence the basic motto of education is executed for the underprivileged soul in terms of backward and downtrodden community. The founder's perspective vision is:

- To provide exemplary service in imparting higher education to the rural, economically downtrodden society and tapping talent potentials hidden in rural areas and to generate human resource equipped with contemporary skills.
- To promote communal harmony with religious identity.

MISSION:

- To disseminate the message of providing higher education to the public.
- To strive hard to provide quality academic and moral education to the rural mass.
- To make this Institution as Vehicle of Rural Higher Education, the root of Gandhiji's vision, in providing sustainable livelihoods for village background youth.
- To eradicate gender bias among the students

Our vision and mission inspire us to create awareness among the younger generation to emerge from darkness to light. Our institution has vibrant governance which has driven the college to its pinnacle.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Efficient leadership is essential for the growth and development of any organization. Our College has very dynamic and effective leadership in the form of management.

The institution practices decentralization and participatory management in keeping with its belief in collective leadership and democratic values. Accordingly, various academic as well as administrative committees such as Examination Committee, Women's Grievance Redressal Committee, Anti Ragging Committee, Anti Eve-teasing committee, Library advisory committee, Sports advisory committee are constituted for the purpose of proper functioning of the college. Regular meetings are held to discuss and review academic and administrative issues and thus give thrust to the growth of college. Principal being the leader of the institute not only provides the direction but also instrumental for consultative decision making.

All HOD's are responsible for day to day administration of their department and timely reporting the progress to Principal.

Institute is also having various feedback mechanisms through which stakeholders can participate and can share their views, ideas, opinions or suggestions. The institute always promotes culture of participative management.

As member of committees, all faculty and staff members energetically participate in implementing the policies, procedures, and framework designed by the management in order to maintain and achieve the quality standards of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college is a government aided institution; hence it follows Government policies laid down by the Department of Higher Education, Government of Tamil Nadu.

The college takes initiatives in these regards by planning and formulating course of action for better utilization of available human resources and infrastructure. Students' academic excellence, their empowerment and welfare are our prime importance. The department heads plan the various activities keeping all these aspects in mind.

In view of the strategic plans, the institute has perspective plan of advancement. This arrangement is made according to the necessities of the students.

Perspective Plan:

- To maintain continuously good academic performance
- To develop and execute effective teaching- learning process
- To encourage research culture among faculty members
- To develop a comprehensive system of student mentoring and student support and ensure transparency in evaluation process of students
- To facilitate a friendly, efficient and flawless administrative set up ensuring a smooth day to day functioning

To maintain continuously good academic performance, execute effective teaching- learning process, a comprehensive system of student mentoring, student support and ensure transparency in evaluation process of students', the following areas are covered in the plan

- Increasing students' engagement in learning
- Increasing students' responsibility towards learning
- ICT-based teaching
- Organize Study tours for students
- Encouraging the teachers to participate in Orientation Programme, Refresher Courses, Short Term Courses, etc.
- Provide mentor Teacher for every class
- Provide Remedial Coaching to Slow Learners
- Identification of Fast Learners and help them to achieve their potential

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Administrative Set up:

The Secretary and the Principal are bestowed with academic and administrative leadership. Major decisions are discussed with the patron of the education agency and finally reached a consensus in all academic development. The Secretary and the Principal play a vital role in all academic and non-academic activities. The Principal shares responsibility with the Head and other faculty members of the department. Within the department there is a democratic set up and achievement of students is considered as a collective responsibility for all the faculty members.

Service Rules:

As per the Tamil Nadu Government Private College Regulations Act 1976. In addition to that the rules and regulations are framed by the educational agency in consonance with the service rules of the Government of Tamil Nadu.

Procedures for Recruitment and Promotional Policies:

Procedures for Recruitment and Promotional Policies are implemented in the college as per the UGC guideline in consonance with the state government.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.skgsartscollege.com/files/31-dec/6.2.2-ACADEMIC-ORGANOGRAM.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The Institution implements all the welfare measures provided by the State Government. All the teaching and non-teaching staff members joined in National Health Insurance Scheme. Under this scheme they can be reimbursed their medical expenses. Teaching and non-teaching staff avail loans from Thrift society. The Life Insurance premium is paid through on-line for both teaching and non-teaching staff members by Electronic Clearing System (ECS).

List of welfare measures:

1. Contributory Pension Scheme (CPS)
2. House Rent Allowance (HRA)
3. Leave on Private Affairs (LPA)

4. Casual Leave**5. Earned Leave (EL) encashment****6. Festival Advance****7. Housing Loan****8. Vehicle Loan****9. Maternity Leave****10. General Provident Fund (GPF)****11. Ex-gratia amount****12. Medical allowance**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

15

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance appraisal system provides the platform for faculties to self-evaluate their performance periodically so as to promote

an exhilarating experience to carve niche for every faculty members to acquire new techniques and skills with renewed hope and optimism. It also helps them to achieve their targets and march towards excellence. During career advancement for promoting the position from Assistant Professor to Associate Professor grade the teaching faculties have to submit the performance appraisal report. The content of the report comprises of general information, academic qualification, research experience, training programmes attended, research projects carried out improvement of professional competence, seminar/conference attended, papers published, extension work and participation in corporate life. This form is duly filled by the teacher and submitted to the Principal. The prescribed self-appraisal report is mandatory for grade promotion. After the submission of the filled self-appraisal report form, the Principal appoints a senior faculty of the Institution to evaluate the report. If there is a need to complete Orientation programme and/or Refresher course, the teachers are encouraged to complete it as early as possible. The academic achievements are monitored through performance appraisal system as per the Academic Performance Indicator (API) scores stipulated by UGC.

Performance appraisal system for non-teaching staff:

There is no specific self-appraisal format for non-teaching staff. However, the Management deputed the Computer operator/ Typist/ Assistant to attend the training programme so as to enable them to disburse student scholarship and other financial accounts via online access.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has adequate mechanism for auditing by both internal and external financial audits. Accounts are audited annually. External audit is carried out by Regional Joint Directorate for collegiate education, Tirunelveli and AG office

for government aid. Financial resources are monitored by the Secretary and the Principal of the college. For all payments, scholarships, purchase of equipments, the purchase and UGC committees disburse and utilize the grants received from UGC. Each department is expected to provide a list of requirements for the academic year. Funds are allotted on the basis of requirements and finance committee ensures the optimum use of available financial resources. Thus the micro and macro details of every programme are observed and evaluated to ensure excellence.

Internal Audit - Centralized audit Sri Kasi Mutt

External Audit - Joint Director of Collegiate Education, Tirunelveli

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Sri Kumara Gurupara Swamigal Arts College is a renowned and reputed charitable institution with regard to the mobilization of funds and optimal utilization of resources. Abundance of endowment schemes have been instituted by Sri Kasi Mutt. The institutional scholarships shall be awarded to poor and deserving pupils from

the yield income of land property worth of Rs 45,00,000/- . Preference shall be given to girl pupils while making the selection for scholarship. Apart from the endowments, Annadhanam Arakkattalai charity has also been instituted which is being the sacred tradition of offering food is considered as an act of highest virtue among all the forms of charity.

The following are the list of endowments.

1. Sri Kumara Gurupara Swamigal Arts College permanent land endowment property - Rs. 45,00,000/-
2. Sri Kumara Gurupara Swamigal Arts college additional endowment landed property-Rs. 2,00,000/-
3. Sri Kumara Gurupara Swamigal Arts college additional endowment landed property - Rs. 8,00,000/-
4. Annadhanam Arakkattalai charity trust - Rs. 80,000/-

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC plays an effective role in maintaining and improving the quality of education, suggesting new ways of using ICT and developing suitable teaching aids. The IQAC strives to spread quality culture through quality enhancement initiatives and best practices. The IQAC provides suggestions to initiate solar energy with maximum efficiency. Faculty members are constantly motivated to participate and present research papers/articles in National/International seminars, workshops, publish research papers, apply for research projects etc. Students are also motivated to participate in seminars, workshops, various cultural activities, sports and games. The students are advised to utilize the internet facilities for their seminar preparation, project work, the payment of university exam fees, etc. The plan of action outlined by IQAC is discussed with the members of the Management, the Principal and Members of Faculty. Solid measures are

undertaken and action plans are formulated. The IQAC members express the views on the work to be done in every academic year. The management approves the plan of action and also does the needful. The management supports for its implementation and also extends the full support and guidance, whenever necessary.

Academic inspections are carried out periodically to assess the quality of academics. The inspections involve:

- Feedback analysis received from Students.
- Analysis about the feedback received from all stakeholders and informs the concerned about its outcome for correction.
- Documentation of the various programs /activities leading to quality improvement.
- Collection, maintenance and analyzed documents are prepared and maintained. Planning, support and effective implementation for total quality management, Curricula development, Teaching-Learning and evaluation, Research, Consultancy and Extension activities
 - Review of healthy academic practices
 - Mechanisms to identify and reform academic practices
 - Review of departmental facilities

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews its teaching learning process and learning outcomes at periodic intervals through IQAC. It is mainly focused on Result Analysis and Internal Examination. Both UG and PG University examination results are analyzed and result analysis are prepared for every academic year. On the basis of result analysis, IQAC suggested to conduct remedial classes for the slow learners.

Department level staff meeting is conducted by the concerned HODs

to discuss the academic matters to implement the structures and methodologies of learning outcomes in a better way. For a smart teaching learning process, smart board facility is installed to promote an excellent exposure to the student from the pastoral region. Not only smart board installation but also internet facility, LED TV and LCD Projector are used. The faculty members motivate the students to present seminar using power point presentation.

IQAC planned to conduct the internal examination as per the Manonmaniam Sundaranar University examination pattern. It will be designed to implement an answer script booklet for the Internal Examination. Centralized Internal Examination is conducted so as to enhance and enrich the students' to face their University examination optimistically. Thus the implementation of teaching learning reforms facilitated by the IQAC is really a boon for the students to achieve their goals.

The IQAC has also initiated various green practices to maintain eco-friendly college campus such as Tree Plantation, Paperless Work, Plastic Eradication, Clean and Beautiful Campus, Save Power, etc. Because of these practices, eco-friendly and pollution free college campus are developed in the community.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Institution Shows gender sensitivity through various initiatives and actions for creating safe, secure and healthy atmosphere in the campus.

Separate NSS unit is started exclusively to encourage the girl students and the unit is successfully conducting various activities to serve the society.

The institute has a policy of appreciating faculty without gender bias. Women faculties are nominated, based on their ability, as heads of the departments and conveners of various committees and discharging their duties efficiently.

Women faculty members accompany girl students when they participate in outdoor activities or tours.

The college ensures social security through Anti-Ragging Committee and Grievance Redressal Committee.

a. Safe and Security

The institution provides safety and security facilities for the staff and students such as CCTV Surveillance throughout the day, entry of unwanted element is monitored through these cameras. This system ensures that all Female staff, students can move freely in the campus and feel assure that they are secure at all the time in the campus. Students wear ID cards at all times and outsiders are checked by security staff.

b. Counselling

Institution has mentoring system in each department for inculcating social, moral and ethical values. Faculties are available both for boys and girls for solving their problem any time without any appointment. The institution's relentless effort is to build confidence among the students to bring out the inherent talents hidden in them. To pursue this objective, the college adopted 'Mentor - Mentee' system as the first step towards confidence building among the students. Each faculty is assigned with specific number of students to cater to their psychological and emotional needs.

c. Common Room

A Common Room with an attached Wash Room is the primary facility required for the girl students to meet their personal needs. The institution has provided a Common Room to the girl students with adequate seating facility. Besides the common room for the girls, there are separate wash room for boys and staff.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid-Waste Management

To collect solid waste, separate dustbins are kept at different places in the campus like classrooms, faculty rooms, administration blocks, computer lab, library, corridors, washrooms, common room etc. Collected bio-degradable waste is dumped in a big pit for composting purpose and prepared organic manure is used for botanical garden and other plants in College premises.

Liquid waste management

Liquid waste produced from the laboratories is diluted and safely disposed through proper channels in an eco-friendly fashion.

Biomedical Waste Management

There is no e-medical waste management system in the college.

E-waste management

Small repairs are performed by the experienced and trained laboratory assistants, and large repairs are carried out by the Technical Assistants and recycled. UPS Batteries are recharged / repaired / exchanged by the suppliers. Electronic gadgets, circuits and kits have been written off on regular basis and then it is sold out to buyers/replaced also. All the miscellaneous e-waste such as CDs, batteries, fluorescent bulbs, PCBs and electronic items are collected and delivered for safe disposal.

We use after slight modifications to the original functioning equipment i.e. by using and refilling the printer cartridges is economical way of disposal of hazardous wastes. This method is also reduces the volume e-waste generation.

Waste recycling system

The bio-degradable stationary waste is collected and dumped in separate big pits and converted as vermin compost and used as

manure for the maintenance of garden in the campus.

Hazardous chemicals and radioactive waste management

All the chemistry laboratories are well equipped with fuming cupboards in order to protect the students while handling hazardous chemicals. The chemical waste generated from the laboratories is diluted carefully and discarded through proper channels where the sewage system has been done in eco-friendly manner.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution imparts value based education leading to holistic personality and developing enlightened citizens. Good education at low cost for the socioeconomically poor back ground people is provided.

The institution has been taking several efforts in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. By celebrating many National and International Days, Events and Festivals the institution aims at bringing tolerance and harmony among the students and staff. The institution believes in equality of all cultures and traditions as is evident from the fact that students belong to different caste, religion, ethnic and economic backgrounds are studying without any discernment. Institution also provides various scholarships for economically weaker sections of the society. Faculties are exclusively assigned to assist the students regarding these scholarships. With great fervour the national festivals, birth anniversaries and memorials of great Indian personalities like Mahatma Gandhi, Dr. A.P.J. Abdul Kalam are celebrated. Institution also strive to organize various co-curricular activities for students to lead to an all-round development.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

World Tourism Day was celebrated by the Department of History on September 27, 2020 in collaboration with the Department of Tourism, Government of Tamil Nadu at Thoothukudi Airport through online.

Pledge was taken by the NSS Volunteers in their respective residences along with their neighbours keeping social distance and wearing Mask through online on 08.10.2020.

Webinar was conducted on "????????? ????????" by NSS Units of our college on 15.10.2020. Dr. C. Raja Babu, M.Sc., (Agri.), Ph.D., Assistant Professor from KrishiVigyan Kendra, Aruppukottai has delivered the special lecture.

The Gandhian Study Centre of our College observed the Martyrs' Day on 29.01.2021 at the College premises. Untouchability pledge was taken.

Voter's Day Pledge was taken on 25.01.2021 and 13.3.2021 to ensure 100% of voting. Awareness talk was delivered by the Deputy collector, Tahsildar and Village Officers.

A Medical Camp was organized by the Gandhian Study Centre of our college at Senthilampannai the adopted Village on 03.02.2021. DR.C.Selvakumar, Assistant Medical officer of Vallandau Primary Health Centre attended the Camp. Covid 19 Corona Pandemic awareness medical advocacy and medicines was given by the Doctor.

A pledge was taken on the occasion of "Thyagigal Dinam" on 31-01-2019. Our College Secretary, Principal, NSS Volunteers, Staff members and Students were participated.

Women's Day was celebrated on 12.03.2021 with SOP. Competitions like Passing the Ball, Skipping and Rangoli were conducted.

As per the Government of India's direction to celebrate the 150th Gandhi Jeyanthi Programme, a week long (Nai - Talim - New Education - i.e Basic Education of Mahatma Gandhi) Programme was organised at various villages in and around Srivaikuntam. A report was sent to the Mahatma Gandhi National Council of Rural Education, Hyderabad. Our institution was honoured with Mahatma Gandhi National Council of Rural Education.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

International and National days are celebrated in our college to

make the students aware of the maintenance of peace, security and the protection of human rights. World Tourism Day on September 27, 2020 was celebrated by the Department of History in collaboration with the Department of Tourism, Government of Tamil Nadu at Thoothukudi Airport through online. International Women's day was celebrated on 12.03.2021 to empower the girl students. Martyr's Day was celebrated on 27.01.2021. The whole college honours the fighters by taking a pledge and by giving two minutes of silence. And also flowers are put on the pictures of the fighters. Republic Day was celebrated on 26.01.2021 to remember the day when constitution of India came into effect. The day is observed inside the college with COVID-19 protocols like use of mask and social distancing.

As per the Government of India's direction to celebrate the 150th Gandhi Jeyanthi Programme, a week long (Nai-Talim - New Education - i.e. Basic Education of Mahatma) programme was conducted at various villages in and around Srivaikuntam. A multitude of individuals from all walks of life get involved in a way or other in the celebration of this special programme. A report was sent to Gandhi National Council of Rural Education, Hyderabad. In return the institution was honoured by Mahatma Gandhi National Council of Rural Education, for practices of mentoring social Responsibility, Swachhta and care for Environment and Resources.

These events are celebrated with unique zeal and zest in our college

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE-1

1. TITLE OF THE PRACTICE

Adaptation of Senthilampannai Village

2. OBJECTIVES OF THE PRACTICE

- To create awareness on social responsibilities among the students and to channelize the youth energy
- To serve the society and to undertake charity work

3. THE CONTEXT

In line with our mission, the institution has resolved to adopt the thickly populated Senthilampannai Adidravidar hamlet in order to create awareness to enhance the educational awareness with ethical and moral values through Gandhian thoughts .

4. THE PRACTICE

The Gandhian Study Centre (GSC) and NSS, Welfare of our college organized periodical events and programmes to educate the village youths. The Village people are much backward in health, education and hygiene hence many programmes like Swachh Bharat, free medical camp, legal awareness program, biodiversity and its conservation and Yoga was practiced. Competitions like running, drawing. Handwriting, essay writing and elocution were also conducted and prizes were distributed to the winner.

5. EVIDENCE OF SUCCESS

The student members of GSC and some staff members visited Senthilampannai to celebrate Gandhi Jeyanthi. Gandhian principles were transformed effectively.

6. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

- Train the students to balance academic and social service activities
- The villagers lend their support wholeheartedly.

BEST PRACTICE-II

1. TITLE OF THE PRACTICE

Recitation of Kandhar Kali Venba

2. OBJECTIVES

To inculcate ethical values to the students

3. THE CONTEXT

Kandhar Kali Venba was written by Saint Kumara Guruparar, after whom the college was named. He was born in Srivaikuntam where the college is located. Until he was five years of age, he was deaf and dumb. When he went to Tiruchendur, he was blessed with speech by Lord Murugan. He sang Kandhar Kali Venba in praise of Lord Murugan.

4. THE PRACTICE

In order to implant the morality and spiritual values among the students Kandhar Kali Venba recitation competition is conducted periodically.

5. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED.

Students at first find it stress to participate but as years went by students pour in number and recited the poem interestingly.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

"Senthilampannai" is located between the village Tholappanpannai in the West and padhmanabamangalam village in the East. It was resolved to adopt the thickly populated Senthilampannai Adidravidar hamlet, in order to create awareness about Gandhian thoughts. The Gandhian Study Centre (GSC) of the college has adopted this village to educate the people. Many programmes were organized for the benefit of village people by GSC. The village people are much backward in education, health and cleanliness hence many programmes like Swachh Bharat, free medical camp, legal awareness programme, bio-diversity and its conservation and yoga were introduced. Training programmes like vermicompost production and mushroom culture were also conducted for the betterment of the

people. Classes such as handwriting, drawing, environmental study, spoken English, personality development, etc., were also conducted for the benefit of students. The customary practice of celebrating Gandhi Jeyanthi is observed by the GSC at Senthilampannai-Dalit hamlet on 2nd October of every year. Children were advised and motivated to participate in various competitions organized on the day of Gandhi Jeyanthi. Competitions like running, drawing, handwriting, essay writing and elocution were also conducted and prizes were distributed to the winners. The student members of GSC and some staff members visited Senthilampannai village to celebrate Gandhi Jeyanthi with them. A healthy interaction about the Gandhian Principles was made effectively with the gathering. An international non-violence day was also observed at Senthilampannai. About 125 people and 40 children of the village were benefited by the programme.

NAAC

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

As the college is affiliated to Manonmaniam Sundaranar University, Tirunelveli, Tamil Nadu, it adopts the curriculum provided by the Board of Studies of the University. The institution has effectively implemented the prescribed curriculum in a structured manner.

Following are the various means through which it executes the curriculum:-

Subjects are allocated to the faculty members based on their expertise and subject preferences. Department-wise time tables are prepared. The time table includes time slots for Lectures, Practicals, Project work and Seminars. Individual faculty time tables are prepared reflecting the complete workload of the faculty member.

Each faculty member prepares a detailed course plan including the text books, reference books, web resources and ICT tools to be used for each topic. In addition to the traditional lecture method, innovative and modern teaching techniques are adopted to deliver the lecture. Assignments are duly allotted to the students and verified by the concerned course faculty member. There are three internal assessment tests. The external assessment is based on the end semester examinations conducted by the University. The college follows an evaluation pattern designed by the affiliated university.

Each faculty member prepares the course file with unit-wise notes, previous question papers and performances of the students. After completion of the semester, the course file is updated with the analysis of students' feedback.

To put it in a nutshell, depending on the available resource potential, and concern towards the students, quality education is imparted.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Before the commencement of academic year, University prescribes an academic calendar, which contains the date of commencement, last working day of the semester and dates for internal and end semester examinations. Approved calendar of events is circulated to all the faculty members and students in the beginning of the academic year..

The academic calendar helps faculty members to plan their respective course delivery work, academic and co-curricular activities. Department heads closely supervise and monitor the completion of the syllabus. Syllabus coverage for each Continuous Internal Evaluation (CIE) is decided well in advance and faculty members adhere to it.

The academic calendar is updated and revised with respect to any changes suggested by the affiliated university. All the classes and examinations are planned as per the calendar, thus ensuring complete adherence. The Principal frequently reviews the semester's progress through the academic committee meetings and provides suitable suggestions. In case of revision of academic calendar by the university, institute incorporates the necessary changes accordingly.

Thus academic calendar is a useful tool not only for the conduct of CIE, but also for keeping track of upcoming events. It also helps to avoid distractions and get back on track when interrupted.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution

B. Any 3 of the above

participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

10

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

nil

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our institution incorporates cross-cutting issues of the society like Professional Ethics, Gender equality, Human Values, Environment awareness which are inseparable part of the curriculum.

The university provides 'Environmental Studies' and 'Value Based Education' for first year students. The subject 'Environmental Studies' is related to ecosystem, its balance and sustainability. The affiliated university prescribed this course for creating awareness and developing importance of environment among students. Awareness about environment is necessary for the protection of the environment and survival of human life.

The university prescribes 'Yoga' for second year and 'Personality Development' for third year U.G. students respectively. These subjects provide free environment for inculcating values and developing ethical competence among the students.

The college celebrates days of National and International

importance as Republic day, Women's day, Independence Day, Teacher's day, Human Rights Day, International Yoga Day etc. These celebrations nurture the moral, ethical and social values in the students.

The college has Anti-Ragging Committee, Women Complaints Committee, Anti-Eve Teasing Committee, Students Discipline Committee and Students Grievance Redressal Cell to provide counseling to students, promote gender equity among students and also deal with related issues of safety and security of female students, staff and faculty members.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

8

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

474

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.skgsartscollege.com/files/31-dec/1.4.2-FEEDBACK.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

271	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
233	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>If I cannot learn the way you teach will you teach me the way I can learn, was an excellent quote by which is applicable for the advanced learners and slow learners. Every student is unique and needs a different approach in learning. Not all teaching methods can fit for all students. Technology plays a pivotal role especially during this pandemic year. The current technology offers numerous teaching applications to impart knowledge and facilitate learning to both advanced learners and slow learners. The provision of updated information and additional learning materials enhances and enriches their knowledge to appear for the competitive examinations. The academic achievements of the students are highly honoured with prizes during the Donors day and Founders Day celebration in the college. To meet the needs and aspiration of the students the institution practices a robust student counseling process to interact with them.</p> <p>Slow learners needed trainers not tutors. Hence each faculty plays a role of mentor and makes it a point to be patient and accessible to the students. Bilingual explanation and provision</p>	

of simple lecture notes and course materials imparted to slow learners for better understanding. Slow learners are no more Late Bloomers and they bloom well with the special programs organized by the institution towards the learning levels of the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
788	44

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experiential learning, participative learning and problem solving methodologies are well implemented in student centric methods for the holistic development of students to stimulate their hidden creative abilities and to enhance their cognitive skills. This pandemic period initiates the institution to think of the reverse learning methodology using the Bloom's Taxonomy. Usually a triangle with six levels of cognitive learning such as creating, evaluating, analyzing, applying, understanding and remembering is the concept in Blooms learning. To prompt deeper thinking the new version of Bloom's Taxonomy with an inverted triangle applied in online class mode. Before class - remembering and understanding, during class - applying and analyzing, after class - evaluating and creating enriches the student with a forum for experiential learning and sets a foundation for sharing of knowledge, in which the learners can construct knowledge and learn on their own. Participative learning is purely learner centered in which the learner as an active member by instilling brain storming techniques and group discussion. Critical thinking in problem solving methodologies

generates new ideas that categorize the thinking skills of students in learning and understanding their levels of reasoning skills to create an individual self assessment. Through this ladder approach the triple layers of student centric methods satisfies the teachers with the help of flipped classroom.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

During this pandemic period a paradigm shift from traditional teaching – learning process to virtual learning environment initiated by the teachers to master in latest technologies by using ICT enabled tools in online mode. Though it is a challenging task for teacher and students, the introduction of ICT tools like Zoom, Google meet, Google class room etc. make learning flexible and accessible from anywhere in the world. It is easy to use interface that provides opportunity to share screen, PDF, PPT, images, videos and documents during online class. With the help of this web based platform, a digital learning environment that allows the teachers and students to connect in online in real time. It encourages the students to take responsibility for their own learning. This proves to be a great supplementary tool for the effective teaching-learning process. This tool is used to post course related information, learning material, conducting quizzes, giving assignment, evaluating test marks etc. It's a user friendly tool where the teacher and the student can access it from their smart phone which is also an ICT tool. The transmission of virtual learning is a milestone for the teachers to use ICT enabled tools especially in the pandemic year.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

44

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

44

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

41

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

705

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution is affiliated to Manonmaniam Sundaranar University, Tirunelveli. Hence it adheres to the rules and guidelines received from the university. Academic calendar committee is constituted in the college to coordinate CIE and communicate to students and teachers well in advance regarding the commencement of internal examination. Three internal tests were conducted for every semester. The internal assessment is carried out in a systematic manner for theory and laboratory courses. Question papers are prepared by the concerned course faculty. Mechanism of internal assessment is very much transparent and robust in terms of frequency and mode in the college. A complete transparency is shown in evaluation and the evaluated answer sheets were circulated to the students and duly signed by them. For assessment of seminars and project, faculty coordinator prepares a schedule of presentation of students in slots in consultation with the HoD and is communicated to students. Students present their work or report to the coordinator via PPT mode. The internal assessment marks

and attendance obtained by the students are entered in Manonmaniam Sundaranar University web portal promptly within the prescribed time. All the records and data bank of attendance in internal examinations, question papers, valued answer sheets/copies, summary of marks sheets, are properly maintained by the teachers for academic monitoring/academic audit.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient in the institution with the help of the course faculty or teacher in charge of a particular class to address the individual grievances of the student. The evaluation of the answer papers assessed by the course faculty carried out in time bound and shown to the students. If there is any corrections in total or any other clarifications the students can feel free to interact with the faculty. To address all internal examination related issues the convener of the internal examination committee dynamically revolving to settle the grievances of the students very efficiently. Students are free to interact with the teacher to resolve grievances if any, regarding the assessment. Students are given fair chance to go through their valued answer scripts, answer sheets will be given to all students and answers are also discussed in the class. In case they have any objection to rise or there is a grievance, they will be given patient hearing and their issue will be addressed. Once the students are satisfied with the valuation, they are advised to put their signature on the valued answer scripts.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

<https://www.skgsartscollege.com/files/aqar-supporting-documents/programme-outcomes-and-programme-specific-outcome.pdf>

Department of Economics

Programme Outcomes

PO1. Economic knowledge: (a) Price determination of commodities in the market known by the students, (b) The problems of socio, and partial setup of a country.

PO2. Problem Analysis: Price mechanism of market with home as well as abroad.

PO3. Modern Tool usage: Use of alternative techniques quality set and benefit analysis.

PO4. Economic and Society: Through our project the students are explained the importance of input and output ratio on agriculture.

PO5. Ethics: Economic students know the moral responsibility to protect the environment and society.

Programme Specific Outcomes

PSO1. Understand the world of economic problem.

PSO2. To identify the rural economic problem.

PSO3. To review the situation after demonetization.

PSO4. Analyze micro economic problems

Department of Commerce

Programme Outcomes

PO1. Critical thinking: Commerce students will rise to the occasion to the business world for that they take to be critical thinking. Modern banking course will help them.

PO2. Effective communication: The study of human resource

management and office management will help the students for effective communication.

PO3. Social interaction: The business statistics will help the student to interact effectively with society.

PO4. Effective citizenship: Our students are always effective citizen by the way of upholding material integration through various commerce issues.

PO5: Environmental and sustainability.

Programme Specific Outcomes

Our students learn how to make environment clean and green. They are very keen in sustainable development in commerce world.

PSO 1: Understand world commercial problem.

PSO 2: To identify the rural economic problem.

PSO 3: To review the situation after demonetization.

PSO 4: Determine commercial variable including office management effective communication.

PSO 5: Understand GST, income tax application, etc.

Department of Mathematics

Programme outcomes

PO1: To take informed actions after identifying the students of different category and looking at our ideas, decision and assigned assignments to them according to their ability.

PO2: To train the students how to understand the concept of difficult problems and the methods to solve different types of problems.

PO 3: To motivate the students to read and understand the concepts of theories and problems related to various areas in pure and applied mathematics through text books, e-books and e-journals.

PO 4: Recognize different value systems including our own, understand the moral dimensions of our decisions and accept the responsibility for them.

PO 5: To train the students to understand the environmental problems and to solve it through clean room counseling and group discussions.

Programme Specific outcome

PSO 1: Understand the basic concepts and terminologies of mathematical science.

PSO 2: Analyse the relations between the pure mathematical problems and applied mathematical problems.

PSO 3: Understand the method and techniques related to the subject and implement it to the real life problems. PSO 4: To motivate the students to develop their skills and ability to face the competitive examinations.

PSO 5: By using different statistical methods they can solve any many social-economic problems.

Department of Physics

Programme Outcomes

PO 1: Understand physics concepts in day to day activities.

PO 2: Able to trouble shoot repairs in home appliances.

PO 3: Able to repair electronic equipment.

PO 4: Teach concepts of physics at +2 level.

PO 5: Able to operate OHP, computer, slide projector etc.

Programme Specific Outcomes

PSO 1: Understand the basic concept of physics in optics, mechanics properties of matter, modern physics etc. PSO 2: Perform all experiments and practical of all branches of physics.

PSO 3: Understand the theory and experiment of physics.

PSO 4: Understand the nature of electricity and magnetic behaviour.

PSO 5: Know the trouble shooting of physical instruments.

Department of Chemistry

Programme Outcomes

PO 1. To improve the theoretical and practical skills that underpins the various branches of the science of chemistry. PO 2. To enable the students to understand the different branches of chemistry

PO 3. To make the students to develop the ability to think analytically and solve problems

PO 4. To facilitate the students of under graduate and post graduate programmes which offer them job.

PO 5. To apply the skills and knowledge gained through the subject to real life situations and face competitive examinations with confidence.

Programme Specific Outcomes

PSO1. Understand the various physical and chemical concepts of materials and its constituents.

PSO2. Understand the basics of chemical atoms, molecules and compounds formation.

PSO3. Through systematic analysis, the unknown chemicals such as inorganic salts and organic compounds will be identified through systematic procedure.

PSO4. Perform procedures as per laboratory standard in various composition analysis of organic and inorganic constituents.

PSO5. Understand the materials/matter by their chemical characteristics for the day-to-day usages.

Department of Botany

Program outcomes

PO 1: Critical Thinking: Students are motivated to learn and understand about the basics of plant science. They are able to differentiate a life from an inanimate object by critically analyzing its characteristics and can able to differentiate a plant from an animal. They are motivated to understand and appreciate the diversity of plants and other photosynthetic organisms.

PO 2: Effective Communication: The students can able to understand the basic concepts of Botany by effective communication using computer, LCD and also to some extent by using OHP and Charts. Black-board and piece of chalk are often used in the communication process. Effective communication is achieved by teaching them in English accompanied by the explanation in their mother tongue (Tamil). They are advised to go through various books and magazines available in the library to understand the concepts.

PO 3: Social Interaction: The students are asked to interact with each other or in groups to derive at a conclusion about a particular concept in botany. Some controversial topics in botany are given to them to discuss and arrive at a conclusion based on their discussions. For example, placement of Cucurbitaceae under Polypetalae by Bentham and Hooker, whether correct or incorrect, is a topic of interest given to them to discuss and to arrive at a conclusion using their taxonomic knowledge.

PO 4: Effective Citizenship: One who fulfills properly his/her role as a citizen is good citizenship. A student of Botany could be a good citizen when he/she delivers something to the betterment of the society or to the environment. The students of botany are well inculcated with the importance of nature, the diversity of organisms and their role in maintaining the stability of ecosystem. They are motivated to make the environment more greenish by planting trees. They are instructed about the importance '3Rs' in making the environment clean suitable for healthy living. They are trained to reduce the production of waste by reuse of things. They are also very familiar about recycling of organic wastes by vermicomposting, thereby they can make the environment clean and green for living.

PO 5: Ethics: A student should know the value of life and also its immediate environment. He/She is vital to human in understanding the role of plants in the ecology of the earth

and how human can live compatible with the natural environment. He/She should have a responsibility for contributing to the understanding of mankind's proper relationship with natural botanical resources. A student will strive to use and disseminate his/her knowledge, skills, and training to enhance the wellbeing of human. Taking in mind, the faculty of Botany is inculcating the students. As per the wishes of the famous Tamil poet "Thiruvalluvar" we want our students to learn thoroughly what they want and live accordingly what they have learnt.

PO 6: Environment and Sustainability: A life science student knows well about the environment and its importance for the well being of life. He/she is well taught about the environment, its components, action, reaction and coactions. He/she is well informed of environmental issues like pollution, green-house effect and the impacts of global warming. He/she knows well about any marked change in environment will definitely affect the life on this planet. He/she knows well about the sustainable use of environmental resources. A student is aware of all the three pillars of sustainability (Social, Environmental and Economic) out of these, the Environmental sustainability is the most important one. The other two pillars of sustainability are dependent on the greater system they live within, the environment.

PO 7: Self-directed and Life-long Learning: Each and everyone knows that "knowledge is power". That is why everyone is in pursuit of knowledge. Learning is a continuous process and acquiring knowledge is known as learning. A student of botany is well taught about the basics of botany. He/she can up-grade his or her knowledge and there by contributing to the development of the society. During this process, He/she has gained knowledge, up-grades the skills, develops the decision making capability, gains the ability to shoulder responsibility and also gains to solve a problem.

Programme Specific outcomes

PSO 1: The students are well taught of basic concepts of Botany. They know very well about nature and its importance to living. They are aware of ecosystem, its components, structure and dynamic nature. They can able to explain the core concepts in botany, define about the different branches of Botany. They know about the origin of life on this planet, know about structure of a cell, an organism and their functional

relationships. They can able to understand different pathways, transformation of energy, interconnectedness and interactions of living systems. PSO 2:By studying botany, a student is well aware of an animate body, its characteristics and how to classify it. He/she can be able to differentiate a plant from animal by analyzing its features.

PSO 3:Students of botany are exposed to practical in the laboratory so as to understand the various concepts in taxonomy, physiology, biochemistry etc. By conducting the experiments in the laboratory, they can able to formulate hypotheses design experiments with attention to controls test hypotheses using experiments and observations and Interpret and evaluate data

PSO 4: The students are aware of the applications of plant science in plant breeding, seaweed culture, tissue culture, mushroom culture and also the use of locally available plants in curing some common ailments.

Department of Zoology

Programme Outcomes

PO 1: To understand the sequential changes from cellular grade of organization to organ grade of organization in development of multicellular organisms.

PO 2: To study the interaction and interdependence among environmental factors and living organism.

PO 3: To understand the functional significance of the various organs and organs system of animals.

PO 4:To discuss the evolutionary significance of the animals, origin of species effects of mutation.

PO 5:To explore the scope for students adopting sericulture as a vocation after their graduation as it is rural based and welfare oriented agro based industry.

Programme Specific Outcomes

PSO 1: Elucidation of the importance of taxonomy.

PSO 2: Students know the methods of nomenclature.

PSO 3: Realization of the difference between protozoa and metazoan.

PSO 4: Study the structure functional organization and adaptations of invertebrates.

PSO 5: Understand the economic importance of lower and higher invertebrates.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.skgsartscollege.com/files/agar-supporting-documents/programme-outcomes-and-programme-specific-outcome.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The accomplishment of the Programme Outcomes (POs) and Course Outcomes (COs) is a base to measure successful functioning of institution. To ensure it, the institution has evaluation system. The POs and COs are assessed through direct and indirect assessment methods. The direct assessment methods are through Continuous assessment Tests and University Examinations. The indirect assessment techniques include involvement in various activities conducted by the institution.

After receiving syllabus from the parent university, the HODs of all departments are asked to make annual planning for the effective delivery of the curriculum. The faculties use different teaching aids for effective execution of the academic plan. Continuous Internal Examinations (CIE) is conducted in each semester to check the accomplishment of desired course outcome. Based on the individual evaluation, faculties decide whether the slow learners require remedial coaching. With the consent of the Principal, remedial classes are conducted to improve academic performance of the students. After the announcement of the results, COs and POs are analyzed and discussed in the meeting with the Principal.

The assignment topics, related to the course content, are given to the students and they are asked to prepare it. The purpose of assignment is to encourage the students to use text-books and reference books. The reading of text-books and reference books helps them to understand COs. The assignments are also given to the students in each semester. The assignments are assessed by the respective subject teachers and marks are awarded.

Besides, departments also try to assess COs by some other means of their own. For example, some science departments assess the outcomes at the time of practical examination and student research projects.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

241

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[https://www.skgsartscollege.com/files/31-dec/2.7.1-STUDENTS-SATISFACTION-SURVEY\(SSS\).pdf](https://www.skgsartscollege.com/files/31-dec/2.7.1-STUDENTS-SATISFACTION-SURVEY(SSS).pdf)

RESEARCH, INNOVATIONS AND EXTENSION	
3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
0	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of teachers recognized as research guides (latest completed academic year)	
3.1.2.1 - Number of teachers recognized as research guides	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
0	

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institute has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge by recruiting and developing desirable human resource and establishing state of the art infrastructure. Following are some examples of them.

1. Human Resources:

At the entry level, the institute recruits meritorious, dynamic, highly qualified and enterprising young faculties to mentor and channelize the young students. Institute has taken an initiative to encourage the faculty to participate in various skill enhancement programs under Govt. schemes. The faculty members are allowed to take up research activities utilizing the existing facilities. The college has a Research Committee to monitor the research progress.

Functions of the Committee:

- To create research traditions among faculty members and students
- To motivate to undertake minor and major research projects from various funding agencies
- To organize more number of seminars, conferences and workshops

2. Career Counselling Cell

The Career Counselling Cell provides necessary guidance to the

students regarding the job opportunities.

3. Other initiatives:

Institution makes environment of social attitude among the students by inaugurating Department-wise associations in all Departments. Innovative ideas are promoted among the students through by organizing various competitions such as Rangoli, Drawing, Elocution, Essay writing, etc.

Project work, Field work and Educational tours are necessary for all students, at UG and PG level according to the university syllabus. Students are motivated by their concerned academic supervisors to conduct local issue based research oriented works. Some of the classes are needed to prepare and submit their project work. For example, B.Com., B.A., Economics, M.Sc., Physics, M.Sc., Chemistry, M.A., Economics. The topics for dissertations are always selected from recent and relevant research areas for the benefit of society.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

18

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

17

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students

to social issues, for their holistic development, and impact thereof during the year

The Centre for Gandhian Studies of our college plays a vital role in extension activities in and around the college for the past 10 years. It has taught Gandhian values not only among the students but also the peoples of the neighbourhood community. Even though the year 2020-2021 witnessed the covid-19 pandemic the centre had carried out the possible extension activities.

World Tourism Day was celebrated on 27th September, 2020 at Tuticorin Airport in Vagaikulam by The Centre for Gandhian Studies in collaboration with the Department of Tourism, Government of TamilNadu. The Function was presided over by the college Principal and the III B.com and I B.com students of the college participated through online. The Airport authorities welcomed the gathering. The travellers of the particular day including the foreigners were honoured and greeted by the airport authorities. Students learned the importance and values of tourism on that day.

The Centre for Gandhian Studies observed the Martyrs' Day on 29.01.2021 in the College premises. The college Principal presided over the function and stressed the sacrifices of patriots on that day and he remembered the patriots who laid their precious lives during the freedom struggle. Untouchability pledge was taken by all the students after the college principal read the pledge. Two minutes silent was observed and homage paid to the martyrs for their long-lasting martyrdom.

A Medical Camp was organized by the Centre for Gandhian Studies at Senthilampannai, the adopted village of the Centre for Gandhian Studies of the college, on 03.02.2021. One of the Assistant Medical officers of Vallandau Primary Health Centre attended the Camp. Covid-19 Pandemic awareness medical advocacy and medicines were distributed. About 30 members of the village participated and benefited.

Thus the Centre for Gandhian Studies has carried out the possible extension activities in the Covid-19 Pandemic distress.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

3

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

3

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Infrastructure is a pre-requisite when it comes to the implementation of any plan and certainly for academic pursuits. The institution is guided by the wise counsel of the Management, for the creation and enhancement of infrastructure for teaching and learning. The College is situated on a sprawling 54 acres of campus with built-up area of 6980 sq. m.

Detailed list of Infrastructure facilities for curricular and co-curricular activities available in the college is given below:

- Secretary's Room - One [Fully air conditioned with seating capacity of 8 persons, one computer with internet access and one scanner cum printer]
- Principal's Room - One [Fully air conditioned, seating capacity of 13 persons, One laptop with internet access, one FAX machine, one scanner cum printer and a Mike with Speaker]
- Administrative Office - One [Seating capacity of 12 persons, 4 Computers with internet access, 2 Scanner and Xerox cum Printer] in A.C. room.
- Department Staff Rooms - 9. All the Departments have sufficient number of notice boards.
- Recreation Space - One Ladies Staff rest room, Three Girl's Common room & Garden,
- Audio Visual Room - Equipped with LCD, Smart Board, 3 Computers with internet access, 1 scanner cum printer and sound management system. Seating capacity to hold 100 persons. Also utilized as Seminar Hall and Browsing

centre for students and staff.

- Auditorium with a Stage and seating capacity of 700 persons - Equipped with LCD.
- Classrooms - 26 (Well ventilated classrooms with black boards and essential furniture)
- Physics Laboratory - 2 [UG Lab - Seating capacity 30 and PG Lab - Seating capacity 30]
- Computer Lab - 1 [Seating capacity of 15 students; 05 computers with internet point]
- Zoology Laboratory - 1 [Seats - 32], Equipped with one computer.
- Zoology Museum - 1. Display of specimens on Invertebrates (500 Nos. including permanent slides) Vertebrates (birds, mammals, reptiles 25 Nos.) and skeleton of certain animals.
- Botany Lab - 1, [Seats - 35], Equipped with herbarium specimens of economically important cultivated plant species, biodiversity specimens with one LCD projector.
- Library - 1 [Seating capacity of 70 persons]
- Play Grounds - 2 [5 Acres]
- Modern Gym - 1. [Equipped with Motorized Treadmill, 4 Station multi gym, Weight Training sets, Weight Lifting set with wooden platform (4m x 4m standard size), Bench press - 4 sets, Dumb bells (with stand) and Hip twister]. The gymnasium facility is extended to both students and staff.
- Reverse Osmosis (RO) System - 1.
- CCTV Surveillance system is available in the campus.
- Solar Energy Power Unit [5KW].
- Generator to provide power supply during the power failure if necessary.
- Canteen - 1

The college makes efforts to make optimum use of its infrastructures facilities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Dedicated sports facilities with the guidance of a qualified physical director are made available to the students. Two play fields totally measuring 20250 sq. m are available in the college campus which have been established from the inception of the college 1961.

Details of Play Grounds Available [Existing infrastructure with specifications]:

Out Door Games

400 m Athletics track: One with provisions of Running, Jumping and Throwing play areas (250m x200m). Generally, athletics tracks are multipurpose with the playing fields inside.

Football Play field (100m x 70m): One (Inside the Athletic Ground)

Cricket Ground (51m x 83m): One (Inside the Athletic Ground)

Kabaddi Court (13m x 10m): Two

Kho - Kho Court (27m x 16m): One

Ball Badminton Court (24m x 12m): Two

Volley Ball Court (18m x 9m): Two

Sports Room (5m x 3m): One

Equipments Room (20m x 08m): One

Indoor Games

1. Physical Fitness Centre (Modern Gym) (10m x 06m): One.

The college has a well equipped gymnasium with facilities such as machine exercises, free weight exercises, aerobics etc. These facilities are made available free for the students. The equipments available in the gymnasium are:(i) Motorized Treadmill (ii) 4 Station multi gym (iii) Weight Training sets (iv) Weight Lifting set with wooden platform (4m x 4m standard size) (v) Bench press - 4 sets, (vi) Dumb bells (with stand) (vii) Hip twister etc.

2. Table Tennis Board (Tournament standard): Two**Area specification: 20m x 10m (Inside the Auditorium)**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

3

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

8.96

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library has the seating arrangements of 70 persons. It has separate reading areas for the faculty members (20 seats) and students (50 seats). There are five sections in the library: (i) Text Books that support academic curriculum, (ii) Reference books, (iii) Books other than syllabi (or) curriculum prescribed, (iv) Books for Competitive exams like UGC-NET, SET, TNPSC, UPSC, SSC etc., and (v) Newspapers, Magazines etc.

The library is equipped with 17341 books. The ratio of books to students enrolled is 21: 1. The Library Management System (LMS) is an enterprise resource planning system for a library used to track items owned, orders made, bills paid, and patrons who have borrowed. An integrated system is essential to make the library administration as efficient and stress free. Hence, the library is partially automated using ROVAN LMS, version 4.5 software in 2008. Library database can be accessed through Open access catalogue by the students and faculty members with the help of Librarian. The facilities availed using automation is given below.

- To know the number of books issued/returned
- To know the availability of the required books and its location on the racks
- To know which book has been issued to whom with date
- To know the frequently used books, so that the number of copies may be increased by placing order
- To know the unused books for long time, hence weeding out of such outdated books may be carried out on consultation with Heads of concerned departments.

Heads of the Departments are asked to provide a list of books in consultation with faculty members of the respective department to be added to the library in consonance with syllabi. Even the requisition from any student is also honored. New arrivals are communicated to the staff and students and also displayed on separate racks. The IQAC gets the feedback from the students and faculties to improve the services. Library is constantly updated throughout the academic year to provide a conducive academic environment to students and faculty.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil
4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	E. None of the above
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
0	
File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
1.31	

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Our institution gives priority for the spotlight on digital literacy and has developed Information Technology (IT) facilities to meet the learning requirements of students and faculty. Institution has the following IT facilities to keep pace with the academic growth and technological advancements.

1. Computers - 10 Nos.
2. Laptops - 01 No.
3. LCD Projectors - 3 Nos.
4. Printers - 05 Nos.
5. Scanners - 04 Nos.

The facilities mentioned above help to cultivate and motivate the lifelong learning process among the students and also ensure to achieve the digital equality by the students to compete with urban students.

- The computer lab and seminar hall consist of 08 computers. The required softwares as per the curriculum are installed and updated as and when required and the maintenance of the computers is done by the management.
- One Lab and two seminar halls are enabled with ICT facilities like projector, personal computer, printer, etc. In addition to projector and computer, seminar hall is also equipped with mike, speakers, etc.
- Antivirus software in the computers are kept up-to-date.
- CCTV cameras are installed in the entire campus to provide additional safety and security to students and staff, for the prevention of untoward incidents in the campus. The central

monitoring system is installed in Principal's cabin. The Library partially uses Rovon LMS software for keeping the records of books. The institution maintain www.skgsartcollege.com domain.

- Continuous Internal Assessment (CIA) marks of students are uploaded in the University portal.
- Vendors are appointed to provide technical support whenever necessary.

The various easily available softwares in different disciplines have been introduced for the betterment of the students

Chem Sketch - Chemical drawing software

Origin- Software to draw a graph

SolveElec - Educational electricity software for circuit analysis and resolution.

Microsoft Mathematics - Useful tool to solve science and maths problems.

Tally - Accounting software.

In a similar way, the strenuous and studious topics are simplified and made easily understandable with the help of ICT facilitated smart classes. Faculties are enabled to get focused resources on knowledge and development skills to be implemented in classrooms using information technology facilities. Students are well informed about job opportunities by providing the information in personalized ways like emails, notifications, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

12

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

8.96

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Our Institution has certain systems and procedures for the maintenance and utilization of its entire physical, academic and support facilities such as Classroom, Laboratories, Computer lab, Library, etc.

- Classrooms, Staffrooms, Seminar halls and Laboratories,

etc. are cleaned and maintained regularly by non-teaching staff.

- Wash rooms and rest rooms are well maintained. Dustbins are placed in every floor.
- Optimum working condition of all properties and equipment in the campus is ensured through annual maintenance. The annual maintenance includes maintenance of Generator, CCTV cameras and Water Purifiers..
- Every department maintains a stock register for the available equipments and updated regularly. Stock verification and inspection is carried out by the departments at the end of the Academic Year.
- Laboratories are allotted for Practical sessions based on a time table.
- Standard Operational Procedure for handling various chemicals, equipment and instruments are to be strictly followed.
- Old outdated equipment, chemicals and instruments are discarded as per standard procedure.
- Library books and records maintenance is done every year.
- Fire extinguishers installed in various blocks, labs, offices, etc. and are maintained regularly.
- The maintenance of equipments used for watering the plants, sewage, bore-well and gardening is done on a regular basis.
- Overhead Water Tank is cleaned as per cleaning schedule. RO drinking water supply is provided at appropriate places in the campus.
- The civil and electrical work is adequately monitored and maintained by the management.
- The sports and fitness equipments are maintained by the Director of Physical Education. The maintenance of volley ball court, badminton court, Gymnasium and playgrounds are done during the summer/winter break with the help of multi-tasking staff.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

341

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

8

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

D. 1 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

4

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

39

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students have active representation on academic and administrative bodies and committees of the Institution.

Class Committees:

All Departments have Association that comprise of students nominated by the Principal, Head of the Department and Faculty members. The class committee provides feedback on all aspects of the programme and respective course.

Organization of Special Events:

Students celebrate the National Teachers Day, on 5th September, every year by honouring teachers and organize various cultural events. Prizes were distributed to the winners. Department of Physical Education and NSS Units of the College have a large body of Student Volunteers. The NSS unit has been regularly conducting various activities like Blood Donation camp, rallies, tree Plantation, etc. As a whole, the Students' association made a sincere attempt at the holistic development of all students of the institution. College had planned many activities but due to Covid-19 all were cancelled or postponed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni association was not registered.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institution has the legacy of SRI KASI MUTT, a beacon of light and it has been a heritage of excellence and a life time learning since 1961. Crossing the 60th year is a significant milestone in our college history and development. It provides an opportunity to reflect on our rich past and to look forward to an exciting future. The prime focus of our institution is to hone the leadership skills of students of ace the society with an optimistic vision and to become a good Samaritans and responsible citizens of India.

VISION:

Our motto is "Sitruyirkum Utra ThunaiKalvi" (Education is the custodian of life). Hence the basic motto of education is executed for the underprivileged soul in terms of backward and downtrodden community. The founder's perspective vision is:

- o To provide exemplary service in imparting higher education to the rural, economically downtrodden society

and tapping talent potentials hidden in rural areas and to generate human resource equipped with contemporary skills.

- To promote communal harmony with religious identity.

MISSION:

- To disseminate the message of providing higher education to the public.
- To strive hard to provide quality academic and moral education to the rural mass.
- To make this Institution as Vehicle of Rural Higher Education, the root of Gandhiji's vision, in providing sustainable livelihoods for village background youth.
- To eradicate gender bias among the students

Our vision and mission inspire us to create awareness among the younger generation to emerge from darkness to light. Our institution has vibrant governance which has driven the college to its pinnacle.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Efficient leadership is essential for the growth and development of any organization. Our College has very dynamic and effective leadership in the form of management.

The institution practices decentralization and participatory management in keeping with its belief in collective leadership and democratic values. Accordingly, various academic as well as administrative committees such as Examination Committee, Women's Grievance Redressal Committee, Anti Ragging Committee, Anti Eve-teasing committee, Library advisory committee, Sports advisory committee are constituted for the purpose of proper functioning of the college. Regular meetings are held to discuss and review academic and administrative issues and thus give thrust to the growth of college. Principal being the leader of the institute not only provides the direction but

also instrumental for consultative decision making.

All HOD's are responsible for day to day administration of their department and timely reporting the progress to Principal.

Institute is also having various feedback mechanisms through which stakeholders can participate and can share their views, ideas, opinions or suggestions. The institute always promotes culture of participative management.

As member of committees, all faculty and staff members energetically participate in implementing the policies, procedures, and framework designed by the management in order to maintain and achieve the quality standards of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college is a government aided institution; hence it follows Government policies laid down by the Department of Higher Education, Government of Tamil Nadu.

The college takes initiatives in these regards by planning and formulating course of action for better utilization of available human resources and infrastructure. Students' academic excellence, their empowerment and welfare are our prime importance. The department heads plan the various activities keeping all these aspects in mind.

In view of the strategic plans, the institute has perspective plan of advancement. This arrangement is made according to the necessities of the students.

Perspective Plan:

- To maintain continuously good academic performance
- To develop and execute effective teaching- learning process

- To encourage research culture among faculty members
- To develop a comprehensive system of student mentoring and student support and ensure transparency in evaluation process of students
- To facilitate a friendly, efficient and flawless administrative set up ensuring a smooth day to day functioning

To maintain continuously good academic performance, execute effective teaching- learning process, a comprehensive system of student mentoring, student support and ensure transparency in evaluation process of students', the following areas are covered in the plan

- Increasing students' engagement in learning
- Increasing students' responsibility towards learning
- ICT-based teaching
- Organize Study tours for students
- Encouraging the teachers to participate in Orientation Programme, Refresher Courses, Short Term Courses, etc.
- Provide mentor Teacher for every class
- Provide Remedial Coaching to Slow Learners
- Identification of Fast Learners and help them to achieve their potential

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Administrative Set up:

The Secretary and the Principal are bestowed with academic and administrative leadership. Major decisions are discussed with the patron of the education agency and finally reached a consensus in all academic development. The Secretary and the Principal play a vital role in all academic and non-academic activities. The Principal shares responsibility with the Head and other faculty members of the department. Within the department there is a democratic set up and achievement of students is considered as a collective responsibility for all the faculty members.

Service Rules:

As per the Tamil Nadu Government Private College Regulations Act 1976. In addition to that the rules and regulations are framed by the educational agency in consonance with the service rules of the Government of Tamil Nadu.

Procedures for Recruitment and Promotional Policies:

Procedures for Recruitment and Promotional Policies are implemented in the college as per the UGC guideline in consonance with the state government.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.skgsartscollege.com/files/31-dec/6.2.2-ACADEMIC-ORGANOGRAM.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The Institution implements all the welfare measures provided by the State Government. All the teaching and non-teaching staff members joined in National Health Insurance Scheme. Under this scheme they can be reimbursed their medical expenses. Teaching and non-teaching staff avail loans from Thrift society. The Life Insurance premium is paid through on-line for both teaching and non-teaching staff members by Eelectronic Clearing System (ECS).

List of welfare measures:

1. Contributory Pension Scheme (CPS)
2. House Rent Allowance (HRA)
3. Leave on Private Affairs (LPA)
4. Casual Leave
5. Earned Leave (EL) encashment
6. Festival Advance
7. Housing Loan
8. Vehicle Loan
9. Maternity Leave
10. General Provident Fund (GPF)

11.Ex-gratia amount**12. Medical allowance**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

15

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance appraisal system provides the platform for faculties to self-evaluate their performance periodically so as to promote an exhilarating experience to carve niche for every

faculty members to acquire new techniques and skills with renewed hope and optimism. It also helps them to achieve their targets and march towards excellence. During career advancement for promoting the position from Assistant Professor to Associate Professor grade the teaching faculties have to submit the performance appraisal report. The content of the report comprises of general information, academic qualification, research experience, training programmes attended, research projects carried out improvement of professional competence, seminar/conference attended, papers published, extension work and participation in corporate life. This form is duly filled by the teacher and submitted to the Principal. The prescribed self-appraisal report is mandatory for grade promotion. After the submission of the filled self-appraisal report form, the Principal appoints a senior faculty of the Institution to evaluate the report. If there is a need to complete Orientation programme and/or Refresher course, the teachers are encouraged to complete it as early as possible. The academic achievements are monitored through performance appraisal system as per the Academic Performance Indicator (API) scores stipulated by UGC.

Performance appraisal system for non-teaching staff:

There is no specific self-appraisal format for non-teaching staff. However, the Management deutes the Computer operator/ Typist/ Assistant to attend the training programme so as to enable them to disburse student scholarship and other financial accounts via online access.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has adequate mechanism for auditing by both internal and external financial audits. Accounts are audited annually. External audit is carried out by Regional Joint Directorate for collegiate education, Tirunelveli and AG office for government aid. Financial resources are monitored by the

Secretary and the Principal of the college. For all payments, scholarships, purchase of equipments, the purchase and UGC committees disburse and utilize the grants received from UGC. Each department is expected to provide a list of requirements for the academic year. Funds are allotted on the basis of requirements and finance committee ensures the optimum use of available financial resources. Thus the micro and macro details of every programme are observed and evaluated to ensure excellence.

Internal Audit - Centralized audit Sri Kasi Mutt

External Audit - Joint Director of Collegiate Education, Tirunelveli

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Sri Kumara Gurupara Swamigal Arts College is a renowned and reputed charitable institution with regard to the mobilization of funds and optimal utilization of resources. Abundance of endowment schemes have been instituted by Sri Kasi Mutt. The

institutional scholarships shall be awarded to poor and deserving pupils from the yield income of land property worth of Rs 45,00,000/-. Preference shall be given to girl pupils while making the selection for scholarship. Apart from the endowments, Annadhanam Arakkattalai charity has also been instituted which is being the sacred tradition of offering food is considered as an act of highest virtue among all the forms of charity.

The following are the list of endowments.

1. Sri Kumara Gurupara Swamigal Arts College permanent land endowment property - Rs. 45,00,000/-
2. Sri Kumara Gurupara Swamigal Arts college additional endowment landed property-Rs. 2,00,000/-
3. Sri Kumara Gurupara Swamigal Arts college additional endowment landed property - Rs. 8,00,000/-
4. Annadhanam Arakkattalai charity trust - Rs. 80,000/-

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC plays an effective role in maintaining and improving the quality of education, suggesting new ways of using ICT and developing suitable teaching aids. The IQAC strives to spread quality culture through quality enhancement initiatives and best practices. The IQAC provides suggestions to initiate solar energy with maximum efficiency. Faculty members are constantly motivated to participate and present research papers/articles in National/International seminars, workshops, publish research papers, apply for research projects etc. Students are also motivated to participate in seminars, workshops, various cultural activities, sports and games. The students are advised to utilize the internet facilities for their seminar preparation, project work, the payment of university exam fees,

etc. The plan of action outlined by IQAC is discussed with the members of the Management, the Principal and Members of Faculty. Solid measures are undertaken and action plans are formulated. The IQAC members express the views on the work to be done in every academic year. The management approves the plan of action and also does the needful. The management supports for its implementation and also extends the full support and guidance, whenever necessary.

Academic inspections are carried out periodically to assess the quality of academics. The inspections involve:

- Feedback analysis received from Students.
- Analysis about the feedback received from all stakeholders and informs the concerned about its outcome for correction.
- Documentation of the various programs /activities leading to quality improvement.
- Collection, maintenance and analyzed documents are prepared and maintained. Planning, support and effective implementation for total quality management, Curricula development, Teaching-Learning and evaluation, Research, Consultancy and Extension activities
 - Review of healthy academic practices
 - Mechanisms to identify and reform academic practices
 - Review of departmental facilities

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews its teaching learning process and learning outcomes at periodic intervals through IQAC. It is mainly focused on Result Analysis and Internal Examination. Both UG and PG University examination results are analyzed and result analysis are prepared for every academic year. On the

basis of result analysis, IQAC suggested to conduct remedial classes for the slow learners.

Department level staff meeting is conducted by the concerned HODs to discuss the academic matters to implement the structures and methodologies of learning outcomes in a better way. For a smart teaching learning process, smart board facility is installed to promote an excellent exposure to the student from the pastoral region. Not only smart board installation but also internet facility, LED TV and LCD Projector are used. The faculty members motivate the students to present seminar using power point presentation.

IQAC planned to conduct the internal examination as per the Manonmaniam Sundaranar University examination pattern. It will be designed to implement an answer script booklet for the Internal Examination. Centralized Internal Examination is conducted so as to enhance and enrich the students' to face their University examination optimistically. Thus the implementation of teaching learning reforms facilitated by the IQAC is really a boon for the students to achieve their goals.

The IQAC has also initiated various green practices to maintain eco-friendly college campus such as Tree Plantation, Paperless Work, Plastic Eradication, Clean and Beautiful Campus, Save Power, etc. Because of these practices, eco-friendly and pollution free college campus are developed in the community.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Institution Shows gender sensitivity through various initiatives and actions for creating safe, secure and healthy atmosphere in the campus.

Separate NSS unit is started exclusively to encourage the girl students and the unit is successfully conducting various activities to serve the society.

The institute has a policy of appreciating faculty without gender bias. Women faculties are nominated, based on their ability, as heads of the departments and conveners of various committees and discharging their duties efficiently.

Women faculty members accompany girl students when they participate in outdoor activities or tours.

The college ensures social security through Anti-Ragging Committee and Grievance Redressal Committee.

a. Safe and Security

The institution provides safety and security facilities for the staff and students such as CCTV Surveillance throughout the day, entry of unwanted element is monitored through these cameras. This system ensures that all Female staff, students can move freely in the campus and feel assure that they are secure at all the time in the campus. Students wear ID cards at

all times and outsiders are checked by security staff.

b. Counselling

Institution has mentoring system in each department for inculcating social, moral and ethical values. Faculties are available both for boys and girls for solving their problem any time without any appointment. The institution's relentless effort is to build confidence among the students to bring out the inherent talents hidden in them. To pursue this objective, the college adopted 'Mentor - Mentee' system as the first step towards confidence building among the students. Each faculty is assigned with specific number of students to cater to their psychological and emotional needs.

c. Common Room

A Common Room with an attached Wash Room is the primary facility required for the girl students to meet their personal needs. The institution has provided a Common Room to the girl students with adequate seating facility. Besides the common room for the girls, there are separate wash room for boys and staff.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid-Waste Management

To collect solid waste, separate dustbins are kept at different places in the campus like classrooms, faculty rooms, administration blocks, computer lab, library, corridors, washrooms, common room etc. Collected bio-degradable waste is dumped in a big pit for composting purpose and prepared organic manure is used for botanical garden and other plants in College premises.

Liquid waste management

Liquid waste produced from the laboratories is diluted and safely disposed through proper channels in an eco-friendly fashion.

Biomedical Waste Management

There is no e-medical waste management system in the college.

E-waste management

Small repairs are performed by the experienced and trained laboratory assistants, and large repairs are carried out by the Technical Assistants and recycled. UPS Batteries are recharged / repaired / exchanged by the suppliers. Electronic gadgets, circuits and kits have been written off on regular basis and then it is sold out to buyers/replaced also. All the miscellaneous e-waste such as CDs, batteries, fluorescent bulbs, PCBs and electronic items are collected and delivered for safe disposal.

We use after slight modifications to the original functioning equipment i.e. by using and refilling the printer cartridges is economical way of disposal of hazardous wastes. This method is also reduces the volume e-waste generation.

Waste recycling system

The bio-degradable stationary waste is collected and dumped in separate big pits and converted as vermin compost and used as manure for the maintenance of garden in the campus.

Hazardous chemicals and radioactive waste management

All the chemistry laboratories are well equipped with fuming cupboards in order to protect the students while handling hazardous chemicals. The chemical waste generated from the laboratories is diluted carefully and discarded through proper channels where the sewage system has been done in eco-friendly manner.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered

vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software,	E. None of the above

mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution imparts value based education leading to holistic personality and developing enlightened citizens. Good education at low cost for the socioeconomically poor back ground people is provided.

The institution has been taking several efforts in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. By celebrating many National and International Days, Events and Festivals the institution aims at bringing tolerance and harmony among the students and staff. The institution believes in equality of all cultures and traditions as is evident from the fact that students belong to different caste, religion, ethnic and economic backgrounds are studying without any discernment. Institution also provides various scholarships for economically weaker sections of the society. Faculties are exclusively assigned to assist the students regarding these scholarships. With great fervour the national festivals, birth anniversaries and memorials of great Indian personalities like Mahatma Gandhi, Dr. A.P.J. Abdul Kalam are celebrated. Institution also strive to organize various co-curricular activities for students to lead to an all-round development.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

World Tourism Day was celebrated by the Department of History on September 27, 2020 in collaboration with the Department of Tourism, Government of Tamil Nadu at Thoothukudi Airport through online.

Pledge was taken by the NSS Volunteers in their respective residences along with their neighbours keeping social distance and wearing Mask through online on 08.10.2020.

Webinar was conducted on "????????? ??????? ??????" by NSS Units of our college on 15.10.2020. Dr. C. Raja Babu, M.Sc., (Agri.), Ph.D., Assistant Professor from KrishiVigyan Kendra, Aruppukottai has delivered the special lecture.

The Gandhian Study Centre of our College observed the Martyrs' Day on 29.01.2021 at the College premises. Untouchability pledge was taken.

Voter's Day Pledge was taken on 25.01.2021 and 13.3.2021 to ensure 100% of voting. Awareness talk was delivered by the Deputy collector, Tahsildar and Village Officers.

A Medical Camp was organized by the Gandhian Study Centre of our college at Senthilampannai the adopted Village on 03.02.2021. DR.C.Selvakumar, Assistant Medical officer of Vallandau Primary Health Centre attended the Camp. Covid 19 Corona Pandemic awareness medical advocacy and medicines was given by the Doctor.

A pledge was taken on the occasion of "Thyagigal Dinam" on 31-01-2019. Our College Secretary, Principal, NSS Volunteers, Staff members and Students were participated.

Women's Day was celebrated on 12.03.2021 with SOP. Competitions

like Passing the Ball, Skipping and Rangoli were conducted.

As per the Government of India's direction to celebrate the 150th Gandhi Jeyanthi Programme, a week long (Nai - Talim - New Education - i.e Basic Education of Mahatma Gandhi) Programme was organised at various villages in and around Srivaikuntam. A report was sent to the Mahatma Gandhi National Council of Rural Education, Hyderabad. Our institution was honoured with Mahatma Gandhi National Council of Rural Education.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days,

events and festivals

International and National days are celebrated in our college to make the students aware of the maintenance of peace, security and the protection of human rights. World Tourism Day on September 27, 2020 was celebrated by the Department of History in collaboration with the Department of Tourism, Government of Tamil Nadu at Thoothukudi Airport through online. International Women's day was celebrated on 12.03.2021 to empower the girl students. Martyr's Day was celebrated on 27.01.2021. The whole college honours the fighters by taking a pledge and by giving two minutes of silence. And also flowers are put on the pictures of the fighters. Republic Day was celebrated on 26.01.2021 to remember the day when constitution of India came into effect. The day is observed inside the college with COVID-19 protocols like use of mask and social distancing.

As per the Government of India's direction to celebrate the 150th Gandhi Jeyanthi Programme, a week long (Nai-Talim - New Education - i.e. Basic Education of Mahatma) programme was conducted at various villages in and around Srivaikuntam. A multitude of individuals from all walks of life get involved in a way or other in the celebration of this special programme. A report was sent to Gandhi National Council of Rural Education, Hyderabad. In return the institution was honoured by Mahatma Gandhi National Council of Rural Education, for practices of mentoring social Responsibility, Swachhta and care for Environment and Resources.

These events are celebrated with unique zeal and zest in our college

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC

format provided in the Manual.

BEST PRACTICE-1

1. TITLE OF THE PRACTICE

Adoptation of Senthilampannai Village

2. OBJECTIVES OF THE PRACTICE

- To create awareness on social responsibilities among the students and to channelize the youth energy
- To serve the society and to undertake charity work

3. THE CONTEXT

In line with our mission, the institution has resolved to adopt the thickly populated Senthilampannai Adidravidar hamlet in order to create awareness to enhance the educational awareness with ethical and moral values through Gandhian thoughts .

4. THE PRACTICE

The Gandhian Study Centre (GSC) and NSS, Welfare of our college organized periodical events and programmes to educate the village youths. The Village people are much backward in health, education and hygiene hence many programmes like Swachh Bharat, free medical camp, legal awareness program, biodiversity and its conservation and Yoga was practiced. Competitions like running, drawing. Handwriting, essay writing and elocution were also conducted and prizes were distributed to the winner.

5. EVIDENCE OF SUCCESS

The student members of GSC and some staff members visited Senthilampannai to celebrate Gandhi Jeyanthi. Gandhian principles were transformed effectively.

6. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

- Train the students to balance academic and social service activities
- The villagers lend their support wholeheartedly.

BEST PRACTICE-II

1. TITLE OF THE PRACTICE

Recitation of Kandhar Kali Venba

2. OBJECTIVES

To inculcate ethical values to the students

3. THE CONTEXT

Kandhar Kali Venba was written by Saint Kumara Guruparar, after whom the college was named. He was born in Srivaikuntam where the college is located. Until he was five years of age, he was deaf and dumb. When he went to Tiruchendur, he was blessed with speech by Lord Murugan. He sang Kandhar Kali Venba in praise of Lord Murugan.

4. THE PRACTICE

In order to implant the morality and spiritual values among the students Kandhar Kali Venba recitation competition is conducted periodically.

5. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED.

Students at first find it stress to participate but as years went by students pour in number and recited the poem interestingly.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

"Senthilampannai" is located between the village Tholappanpennai in the West and padhmanabamangalam village in the East. It was resolved to adopt the thickly populated Senthilampannai Adidravidar hamlet, in order to create awareness about Gandhian thoughts. The Gandhian Study Centre

(GSC) of the college has adopted this village to educate the people. Many programmes were organized for the benefit of village people by GSC. The village people are much backward in education, health and cleanliness hence many programmes like Swachh Bharat, free medical camp, legal awareness programme, bio-diversity and its conservation and yoga were introduced. Training programmes like vermicompost production and mushroom culture were also conducted for the betterment of the people. Classes such as handwriting, drawing, environmental study, spoken English, personality development, etc., were also conducted for the benefit of students. The customary practice of celebrating Gandhi Jeyanthi is observed by the GSC at Senthilampannai-Dalit hamlet on 2nd October of every year. Children were advised and motivated to participate in various competitions organized on the day of Gandhi Jeyanthi. Competitions like running, drawing, handwriting, essay writing and elocution were also conducted and prizes were distributed to the winners. The student members of GSC and some staff members visited Senthilampannai village to celebrate Gandhi Jeyanthi with them. A healthy interaction about the Gandhian Principles was made effectively with the gathering. An international non-violence day was also observed at Senthilampannai. About 125 people and 40 children of the village were benefited by the programme.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

IQAC meeting is convened on 08-.04.2021. The committee members present in the meeting suggested the under mentioned plan of Action for the year 2021-22.

- Issue of online application to admit students for first year BA., B.Com/B.Sc./M.A./M.Sc. as per the regulations of Govt. of Tamil Nadu. Insist the admission committee to supervise and discharge the entire work.
- To approach the University to sanction additional seats for B.Com., and B.A., Programmes to meet the over crowd.
- Orientation programme for First Year students.
- Inauguration of Department wise Associations.
- To conduct Internal Assessment Examination and shall

follow the transparent evaluation system.

- To celebrate all state and National festivals in the college campus by following standard Operating Procedure (SOP) due to Covid-19 pandemic.
- To arrange Guest lecture.
- To observe all days of national importance.
- To enhance social compatibility of the students by giving better opportunity of social interaction through activities of NSS.
- Evaluation on Teaching and Learning with the assistance of students feedback.
- To build positive relationship between students and society by organising camps, rally, etc.
- Awareness programmes on environmental issues.
- Expand ICT usage and make administration paper free.
- To prepare Institutional calendar for the Academic year 2021-22 as per the guidelines of affiliated University.